



GLOUCESTER CITY COUNCIL
Budget & Finance Committee
Thursday, October 17, 2013 – **5:30 p.m.**
1st Fl. Council Committee Room – City Hall

AGENDA

(Items May be taken out of order at the discretion of the Committee)

1. *Memorandum from DPW Director re: request permission to pay invoices from previous fiscal years with current fiscal year funds (Cont'd from 10/03/13)*
2. *Memorandum from Principal Assessor re: Tax Classification – To be continued to 11/07/13*
3. *Memorandum, Grant Application & Checklist from Police Chief re: Council acceptance of funding up to \$17,202.25 in reimbursement overtime costs for FY14 from the Drug Enforcement Agency*
4. *Memorandum from Police Chief requesting City Council permission to apply for a FY14 State 911 Training EMD Grant*
5. *Memorandum from City Auditor regarding accounts having expenditures that exceed their authorization And Auditor's Report*

COMMITTEE

Councilor Paul McGeary, Chair
Councilor Joseph Ciolino, Vice chair
Councilor Melissa Cox

Back-up and Supporting Documentation all on file at the City Clerk's Office, City Hall

CC: Mayor Carolyn Kirk
Jim Duggan
Kenny Costa
Jeffrey Towne
Police Chief Leonard Campanello

The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Public Works
28 Poplar Street
Gloucester, MA 01930



TEL 978-281-9785
FAX 978-281-3896
mcole@gloucester-ma.gov

CITY OF GLOUCESTER
DEPARTMENT OF PUBLIC WORKS

TO: Michael Hale, DPW Director
FR: Mark Cole, Asst DPW Director
DT: August 29, 2013
SUBJ: Unpaid Invoices

Please submit the following invoices to the City Council with the next Mayor's Report. We are unable to pay these invoices without approval from City Council.

Water Enterprise Account 610000.10.450.54320.0000.00.000.00.054

HD Supply	Invoice #6319243	Dated: 4/08/13	Amount Due: \$15,368.29
HD Supply	Invoice #8112097	Dated: 5/08/13	Amount Due: \$648.00
HD Supply	Invoice #B092030	Dated: 6/14/13	Amount Due -\$550.80
HD Supply	Invoice #B053542	Dated: 6/05/13	Amount Due: \$341.00
HD Supply	Invoice #9679035	Dated: 6/05/13	Amount Due: \$7,182.20
HD Supply	Invoice #B088831	Dated: 6/13/13	Amount Due: -\$1,934.07

Water Enterprise Account 610000.10.450.52000.0000.00.000.00.052

~~Beverly Police Department Inv. #65562 Dated: 5/23/13 Amount Due: \$180.00~~

Facilities Account 101000.10.472.52110.0000.00.000.00.052

Nat Grid	Billing Period 6/8/10 to 12/6/10	\$76.70
Nat Grid	Billing Period 12/6/10 to 6/7/11	\$62.34
Nat Grid	Billing Period 6/7/11 to 12/7/11	\$79.89
Nat Grid	Billing Period 12/7/11 to 6/6/12	\$64.24
Nat Grid	Billing Period 6/6/12 to 12/4/12	\$84.70
Nat Grid	Billing Period 12/4/12 to 7/8/13	\$69.34



CITY OF GLOUCESTER DPW
C/O CITY HALL
99 THATCHER RD POLE 7555
GLOUCESTER MA 01930

BILLING PERIOD
Jun 8, 2010 to Dec 6, 2010

ACCOUNT NUMBER **PLEASE PAY BY** **AMOUNT DUE**
88500-50018 Sep 19, 2013 \$ 76.70

www.nationalgrid.com
CUSTOMER SERVICE
1-800-322-3223
CREDIT DEPARTMENT
1-888-211-1313
POWER OUTAGE OR DOWNED LINE
1-800-465-1212
EMAIL BILLING INQUIRIES
customerservice@us.ngrid.com
CORRESPONDENCE ADDRESS
PO Box 960
Northborough, MA 01532-0960
ELECTRIC PAYMENT ADDRESS
PO Box 11737
Newark, NJ 07101-4737
DATE BILL ISSUED
Jul 26, 2013

Enrollment Information
To enroll with a supplier or change to another supplier, you will need the following information about your account:
Loadzone: NEMA/BOST
Acct No.: 88500-50018 Cycle: 6/CITY

Electric Usage History

Month	kWh
Dec 10	116

ACCOUNT BALANCE

Previous Balance	0.00
Payment Received <i>No payments have been received during this billing period</i>	- 0.00
Current Charges	+ 76.70
Amount Due ▶	\$ 76.70

To avoid late payment charges of 0.82%, \$ 76.70 must be received by Sep 19 2013.

Welcome to National Grid, we're proud to be serving you.

DETAIL OF CURRENT CHARGES

Delivery Services

Type of Service	Current Reading	Previous Reading	= Difference	x Meter Multiplier	= Total Usage
Energy	586 Actual	470 Actual	116	1	116 kWh
Total Energy					116 kWh

METER NUMBER 05060121 NEXT SCHEDULED READ DATE Aug 7

SERVICE PERIOD Jun 8 - Dec 6 NUMBER OF DAYS IN PERIOD 181

RATE General Service - Small C/I G-1 VOLTAGE DELIVERY LEVEL 0 - 2.2 kv

Rate General Service - Small C/I G-1

Billing Period Jun 8, 2010 to Jul 8, 2010 **Number of days in period** 30

Customer Charge				10.00
Dist Chg First 19 KWH	0.03641	x	19 kWh	0.69
Transition Charge	0.00033	x	19 kWh	0.01
Transmission Charge	0.01314	x	19 kWh	0.25
Energy Efficiency Chg	0.00433	x	19 kWh	0.08
Renewable Energy Chg	0.0005	x	19 kWh	0.01

KEEP THIS PORTION FOR YOUR RECORDS.
RETURN THIS PORTION WITH YOUR PAYMENT.



PO Box 960
Northborough MA 01532

*****ALL FOR AADC 018
CITY OF GLOUCESTER DPW
C/O CITY HALL
DEPT OF PUBLIC WORKS
9 DALE AVE
GLOUCESTER MA 01930

ACCOUNT NUMBER	PLEASE PAY BY	AMOUNT DUE
88500-50018	Sep 19, 2013	\$ 76.70

ENTER AMOUNT ENCLOSED

\$ 76.70

Write account number on check and make payable to National Grid
Please pay Gas & Electric bills separately

NATIONAL GRID
PO BOX 11737
NEWARK NJ 07101-4737

064330

000007670 88500500181000007670262



CITY OF GLOUCESTER DPW
 C/O CITY HALL
 99 THATCHER RD POLE 7555
 GLOUCESTER MA 01930

Jun 8, 2010 to Dec 6, 2010

ACCOUNT NUMBER
 88500-50018

PLEASE PAY BY
 Sep 19, 2013

AMOUNT DUE
\$ 76.70

Choosing an Energy Supplier You can choose who supplies your energy. No matter which energy supplier you choose, National Grid will continue to deliver energy to you safely, efficiently and reliably. We will also continue to provide your customer service, including emergency response and storm restoration. National Grid is dedicated to creating an open energy market that lets you choose from a variety of competitive energy suppliers, who may offer different pricing options. For information on authorized energy suppliers and how to choose, please visit us online at www.nationalgridus.com/energychoice.

Rate General Service - Small C/I G-1

Billing Period Jul 8, 2010 to Aug 6, 2010

Number of days in period 29

Customer Charge			10.00
Dist Chg First 19 KWH	0.03641	x 19 kWh	0.69
Transition Charge	0.00033	x 19 kWh	0.01
Transmission Charge	0.01314	x 19 kWh	0.25
Energy Efficiency Chg	0.00433	x 19 kWh	0.08
Renewable Energy Chg	0.0005	x 19 kWh	0.01



Explanation of General Billing Terms

KWH: Kilowatt-hour, a basic unit of electricity used.
Off-Peak: Period of time when the need or demand for electricity on the Company's system is low, such as late evenings, weekends and holidays.
Peak: Period of time when the need or demand for electricity on the Company's system is high, normally during the day, Monday through Friday, excluding holidays.
Estimated Bill: A bill which is calculated based on your typical monthly usage rather than on an actual meter reading. It is usually rendered when we are unable to read your meter.
Meter Multiplier: A number by which the usage on certain meters must be multiplied by to obtain the total usage.
Demand Charge: The cost of providing electrical transmission and distribution equipment to accommodate your largest electrical load.

Supplier Service Charges are comprised of:

Generation Charge: The charge(s) to provide electricity and other services to the customer by a supplier.

Delivery Service Charges are comprised of:

Customer Charge: The cost of providing customer related service such as metering, meter reading and billing. These fixed costs are unaffected by the actual amount of electricity you use.
Distribution Charge: The cost of delivering electricity from the beginning of the Company's distribution system to your home or business.
Transition Charge: Company payments to its wholesale supplier for terminating its wholesale arrangements.
Transmission Charge: The cost of delivering electricity from the generation company to the beginning of the Company's distribution system.
Energy Efficiency Charge: The cost of energy efficiency program services offered by the Company.
Renewable Energy Charge: A charge to fund initiatives for communicating the benefits of renewable energy and fostering formation, growth, expansion and retention of renewable energy and related enterprises.

Questions:

If you have questions or complaints regarding this bill or National Grid's service quality, please contact Customer Service at 1-800-322-3223. You may also contact the Massachusetts Department of Public Utilities, Consumer Division at 617-737-2836 or toll free at 1-877-888-5066 or web site www.mass.gov/dpu.

www.nationalgrid.com



Less paper. More Time.

Pay in a flash! No stamps,
checks or envelopes, and
it's more secure.

Don't waste another minute,
dime or ounce of valuable
natural resources. Paperless
billing and e-pay are better
in every way.

Sign up for paperless billing
and electronic payments
today at

www.nationalgridus.com/paperless

Rate		General Service - Small C/I G-1	
Billing Period		Aug 6, 2010 to Sep 8, 2010	
		Number of days in period 33	
Customer Charge			10.00
Dist Chg First 21 KWH	0.03641 x 21 kWh		0.76
Transition Charge	0.00033 x 21 kWh		0.01
Transmission Charge	0.01314 x 21 kWh		0.28
Energy Efficiency Chg	0.00433 x 21 kWh		0.09
Renewable Energy Chg	0.0005 x 21 kWh		0.01

Rate		General Service - Small C/I G-1	
Billing Period		Sep 8, 2010 to Oct 6, 2010	
		Number of days in period 28	
Customer Charge			10.00
Dist Chg First 18 KWH	0.03641 x 18 kWh		0.66
Transition Charge	0.00033 x 18 kWh		0.01
Transmission Charge	0.01314 x 18 kWh		0.23
Energy Efficiency Chg	0.00433 x 18 kWh		0.08
Renewable Energy Chg	0.0005 x 18 kWh		0.01

Rate		General Service - Small C/I G-1	
Billing Period		Oct 6, 2010 to Nov 4, 2010	
		Number of days in period 29	
Customer Charge			10.00
Dist Chg First 19 KWH	0.03641413 x 19 kWh		0.69
Transition Charge	0.00033 x 19 kWh		0.01
Transmission Charge	0.01314 x 19 kWh		0.25
Energy Efficiency Chg	0.00433 x 19 kWh		0.08
Renewable Energy Chg	0.0005 x 19 kWh		0.01

Rate		General Service - Small C/I G-1	
Billing Period		Nov 4, 2010 to Dec 6, 2010	
		Number of days in period 32	
Customer Charge			10.00
Dist Chg First 20 KWH	0.03644 x 20 kWh		0.72
Transition Charge	0.00033 x 20 kWh		0.01
Transmission Charge	0.01314 x 20 kWh		0.26
Energy Efficiency Chg	0.00433 x 20 kWh		0.09
Renewable Energy Chg	0.0005 x 20 kWh		0.01

Total Delivery Services \$ 66.35

Supply Services

SUPPLIER		National Grid	
Rate		General Service - Small C/I G-1	
Billing Period		Jun 8, 2010 to Jul 8, 2010	
		Number of days in period 30	
Basic Service Fixed	0.08102 x 19 kWh		1.54

SUPPLIER		National Grid	
Rate		General Service - Small C/I G-1	
Billing Period		Jul 8, 2010 to Aug 6, 2010	
		Number of days in period 29	
Basic Service Fixed	0.08102 x 19 kWh		1.54



CITY OF GLOUCESTER DPW
C/O CITY HALL
99 THATCHER RD POLE 7555
GLOUCESTER MA 01930

Jun 8, 2010 to Dec 6, 2010

ACCOUNT NUMBER
88500-50018

PLEASE PAY BY
Sep 19, 2013

AMOUNT DUE
\$ 76.70

SUPPLIER National Grid
Rate General Service - Small C/I G-1
Billing Period Aug 6, 2010 to Sep 8, 2010 Number of days in period 33
Basic Service Fixed 0.08102 x 21 kWh 1.70

SUPPLIER National Grid
Rate General Service - Small C/I G-1
Billing Period Sep 8, 2010 to Oct 6, 2010 Number of days in period 28
Basic Service Fixed 0.08102 x 18 kWh 1.46

SUPPLIER National Grid
Rate General Service - Small C/I G-1
Billing Period Oct 6, 2010 to Nov 4, 2010 Number of days in period 29
Basic Service Fixed 0.08090688 x 19 kWh 1.54

SUPPLIER National Grid
Rate General Service - Small C/I G-1
Billing Period Nov 4, 2010 to Dec 6, 2010 Number of days in period 32
Basic Service Fixed 0.0802 x 20 kWh 1.60
Total Supply Services \$ 9.38

Other Charges/Adjustments

Sales Tax 6.25 % 0.97
Total Other Charges/Adjustments \$ 0.97





CITY OF GLOUCESTER DPW
C/O CITY HALL
99 THATCHER RD POLE 7555
GLOUCESTER MA 01930

BILLING PERIOD
Dec 6, 2010 to Jun 7, 2011

ACCOUNT NUMBER **88500-50018** **PLEASE PAY BY** **AMOUNT DUE**
Sep 22, 2013 **\$ 139.04**

www.nationalgrid.com
CUSTOMER SERVICE
1-800-322-3223
CREDIT DEPARTMENT
1-888-211-1313
POWER OUTAGE OR DOWNED LINE
1-800-485-1212
EMAIL BILLING INQUIRES
customerservice@us.ngrid.com
CORRESPONDENCE ADDRESS
PO Box 960
Northborough, MA 01532-0960
ELECTRIC PAYMENT ADDRESS
PO Box 11737
Newark, NJ 07101-4737
DATE BILL ISSUED
Jul 29, 2013

ACCOUNT BALANCE

Previous Balance	76.70
Payment Received <i>No payments have been received during this billing period</i>	- 0.00
Balance Forward	76.70
Current Charges	+ 62.34
Amount Due	\$ 139.04

To avoid late payment charges of 0.82%, \$ 139.04 must be received by Sep 22 2013.

➤ **GO PAPERLESS:** You'll help yourself and the environment by signing up to manage your bills online at www.nationalgridus.com/gopaperless.

DETAIL OF CURRENT CHARGES

Delivery Services

Type of Service	Current Reading	Previous Reading	=	Difference	x	Meter Multiplier	=	Total Usage
Energy	602 <i>Actual</i>	586 <i>Actual</i>		16		1		16 kWh
Total Energy								16 kWh

METER NUMBER 05060121 NEXT SCHEDULED READ DATE Aug 7

SERVICE PERIOD Dec 6 - Jun 7 NUMBER OF DAYS IN PERIOD 183

RATE General Service - Small C/I G-1 VOLTAGE DELIVERY LEVEL 0 - 2.2 kv

Rate General Service - Small C/I G-1

Billing Period Dec 6, 2010 to Jan 6, 2011 Number of days in period 31

Customer Charge				10.00
Dist Chg First 3 KWH	0.03595999	x	3 kWh	0.11
Transmission Charge	0.01314	x	3 kWh	0.04
Energy Efficiency Chg	0.00433	x	3 kWh	0.02

Enrollment Information

To enroll with a supplier or change to another supplier, you will need the following information about your account:
Loadzone: NEMA/BOST
Acct No: 88500-50018 City: GLOUCESTER

Electric Usage History

Month	kWh
Dec 10	116
Jan 11	00
Feb 11	00
Mar 11	00
Apr 11	00
May 11	00
Jun 11	18

KEEP THIS PORTION FOR YOUR RECORDS.

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ACCOUNT NUMBER	PLEASE PAY BY	AMOUNT DUE
88500-50018	Sep 22, 2013	\$ 139.04

PO Box 960
Northborough MA 01532

ENTER AMOUNT ENCLOSED

\$

Write account number on check and make payable to National Grid
Please pay Gas & Electric bills separately.

*****ALL FOR AADC 018
CITY OF GLOUCESTER DPW
C/O CITY HALL
DEPT OF PUBLIC WORKS
9 DALE AVE
GLOUCESTER MA 01930

044509

NATIONAL GRID
PO BOX 11737
NEWARK NJ 07101-4737

000006234 88500500180000013904265

SERVICE FOR
 CITY OF GLOUCESTER DPW
 C/O CITY HALL
 99 THATCHER RD POLE 7555
 GLOUCESTER MA 01930

BILLING PERIOD
 Dec 6, 2010 to Jun 7, 2011

ACCOUNT NUMBER 88500-50018
 PLEASE PAY BY Sep 22, 2013

AMOUNT DUE
\$ 139.04

Choosing an Energy Supplier: You can choose who supplies your energy. No matter which energy supplier you choose, National Grid will continue to deliver energy to you safely, efficiently and reliably. We will also continue to provide your customer service, including emergency response and storm restoration. National Grid is dedicated to creating an open energy market that lets you choose from a variety of competitive energy suppliers, who may offer different pricing options. For information on authorized energy suppliers and how to choose, please visit us online at www.nationalgridus.com/energychoice.

Rate General Service - Small C/I G-1			
Billing Period	Jan 6, 2011 to Feb 4, 2011	Number of days in period	29
Customer Charge			10.00
Dist Chg First 3 KWH	0.03396 x 3 kWh		0.10
Transmission Charge	0.01314 x 3 kWh		0.04
Energy Efficiency Chg	0.00433 x 3 kWh		0.02

Rate General Service - Small C/I G-1			
Billing Period	Feb 4, 2011 to Mar 7, 2011	Number of days in period	31
Customer Charge			10.00
Dist Chg First 3 KWH	0.03395547 x 3 kWh		0.11
Transmission Charge	0.01419 x 3 kWh		0.04
Energy Efficiency Chg	0.00433 x 3 kWh		0.02



Explanation of General Billing Terms

KWH: Kilowatt-hour, a basic unit of electricity used.
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Peak: Period of time when the need or demand for electricity on the Company's system is high, normally during the day, Monday through Friday, excluding holidays.
Estimated Bill: A bill which is calculated based on your typical monthly usage rather than on an actual meter reading. It is usually rendered when we are unable to read your meter.
Meter Multiplier: A number by which the usage on certain meters must be multiplied by to obtain the total usage.
Demand Charge: The cost of providing electrical transmission and distribution equipment to accommodate your largest electrical load.

Supplier Service Charges are comprised of:

Generation Charge: The charge(s) to provide electricity and other services to the customer by a supplier.

Delivery Service Charges are comprised of:

Customer Charge: The cost of providing customer related service such as metering, meter reading and billing. These fixed costs are unaffected by the actual amount of electricity you use.
Distribution Charge: The cost of delivering electricity from the beginning of the Company's distribution system to your home or business.
Transition Charge: Company payments to its wholesale supplier for terminating its wholesale arrangements.
Transmission Charge: The cost of delivering electricity from the generation company to the beginning of the Company's distribution system.
Energy Efficiency Charge: The cost of energy efficiency program services offered by the Company.
Renewable Energy Charge: A charge to fund initiatives for communicating the benefits of renewable energy and fostering formation, growth, expansion and retention of renewable energy and related enterprises.

Questions:

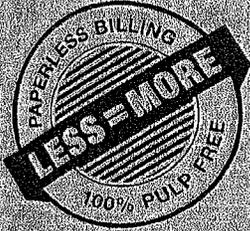
If you have questions or complaints regarding this bill or National Grid's service quality, please contact Customer Service at 1-800-322-9223. You may also contact the Massachusetts Department of Public Utilities, Consumer Division at 617-737-2836 or toll free at 1-877-888-5066 or web site www.mass.gov/dpu.

SERVICE FOR
 CITY OF GLOUCESTER DPW
 C/O CITY HALL
 99 THATCHER RD POLE 7555
 GLOUCESTER MA 01930

BILLING PERIOD
 Dec 6, 2010 to Jun 7, 2011

ACCOUNT NUMBER **PLEASE PAY BY** **AMOUNT DUE**
 88500-50018 Sep 22, 2013 **\$ 139.04**

www.nationalgrid.com



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Don't waste another minute,
 dime or ounce of valuable
 natural resources. Paperless
 billing and e-pay are better
 in every way.

Sign up for paperless billing
 and electronic payments
 today at

www.nationalgridus.com/paperless

Rate General Service - Small C/I G-1		
Billing Period Mar 7, 2011 to Apr 6, 2011		Number of days in period 30
Customer Charge		10.00
Dist Chg First 3 KWH	0.03394 x 3 kWh	0.11
Transmission Charge	0.01779 x 3 kWh	0.05
Energy Efficiency Chg	0.00433 x 3 kWh	0.02

Rate General Service - Small C/I G-1		
Billing Period Apr 6, 2011 to May 6, 2011		Number of days in period 30
Customer Charge		10.00
Dist Chg First 3 KWH	0.033966 x 3 kWh	0.11
Transmission Charge	0.01779 x 3 kWh	0.05
Energy Efficiency Chg	0.005024 x 3 kWh	0.02

Rate General Service - Small C/I G-1		
Billing Period May 6, 2011 to Jun 7, 2011		Number of days in period 32
Customer Charge		10.00
Dist Chg First 1 KWH	0.03407 x 1 kWh	0.03
Transmission Charge	0.01779 x 1 kWh	0.02
Energy Efficiency Chg	0.0053 x 1 kWh	0.01
Total Delivery Services		\$ 60.92

Supply Services

SUPPLIER National Grid	
Rate General Service - Small C/I G-1	
Billing Period Dec 6, 2010 to Jan 6, 2011	Number of days in period 31
Basic Service Fixed	0.0802 x 3 kWh 0.24

SUPPLIER National Grid	
Rate General Service - Small C/I G-1	
Billing Period Jan 6, 2011 to Feb 4, 2011	Number of days in period 29
Basic Service Fixed	0.0802 x 3 kWh 0.24

SUPPLIER National Grid	
Rate General Service - Small C/I G-1	
Billing Period Feb 4, 2011 to Mar 7, 2011	Number of days in period 31
Basic Service Fixed	0.0802 x 3 kWh 0.24

SUPPLIER National Grid	
Rate General Service - Small C/I G-1	
Billing Period Mar 7, 2011 to Apr 6, 2011	Number of days in period 30
Basic Service Fixed	0.0802 x 3 kWh 0.24

SUPPLIER National Grid	
Rate General Service - Small C/I G-1	
Billing Period Apr 6, 2011 to May 6, 2011	Number of days in period 30
Basic Service Fixed	0.078654 x 3 kWh 0.24



SERVICE FOR
CITY OF GLOUCESTER DPW
C/O CITY HALL
99 THATCHER RD POLE 7555
GLOUCESTER MA 01930

BILLING PERIOD
Dec 6, 2010 to Jun 7, 2011

PAGE 4 of 4

ACCOUNT NUMBER 88500-50018
PLEASE PAY BY Sep 22, 2013

AMOUNT DUE
\$ 139.04

SUPPLIER	National Grid	
Rate	General Service - Small C/I G-1	
Billing Period	May 6, 2011 to Jun 7, 2011	Number of days in period 32
Basic Service Fixed	0.07247 x 1 kWh	0.07
Total Supply Services		\$ 1.27

Other Charges/Adjustments

Sales Tax	6.25 %	0.15
Total Other Charges/Adjustments		\$ 0.15





SERVICE FOR
 CITY OF GLOUCESTER DPW
 C/O CITY HALL
 99 THATCHER RD POLE 7555
 GLOUCESTER MA 01930

BILLING PERIOD
 Jun 7, 2011 to Dec 7, 2011

ACCOUNT NUMBER **PLEASE PAY BY** **AMOUNT DUE**
 88500-50018 Sep 24, 2013 \$ 218.93

www.nationalgrid.com
 CUSTOMER SERVICE
 1-800-322-3223
 CREDIT DEPARTMENT
 1-888-211-1313
 POWER OUTAGE OR DOWNED LINE
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 EMAIL BILLING INQUIRIES
 customerservice@us.ngrid.com
 CORRESPONDENCE ADDRESS
 PO Box 960
 Northborough, MA 01532-0960
 ELECTRIC PAYMENT ADDRESS
 PO Box 11737
 Newark, NJ 07101-4737
 DATE BILL ISSUED
 Jul 31, 2013

Enrollment Information

To enroll with a supplier or change to another supplier, you will need the following information about your account:
 Location: NEMA/BOST
 Acct No: 8850050018, Cycle: 5, CITY

Electric Usage History

Month	kWh	Month	kWh
Dec 10	118	Jul 11	00
Jan 11	00	Aug 11	00
Feb 11	00	Sep 11	00
Mar 11	00	Oct 11	00
Apr 11	00	Nov 11	00
May 11	00	Dec 11	147
Jun 11	16		

ACCOUNT BALANCE

Previous Balance	139.04
Payment Received <i>No payments have been received during this billing period</i>	- 0.00
Balance Forward	139.04
Current Charges	+ 79.89
Amount Due ▶	\$ 218.93

To avoid late payment charges of 0.82%, \$ 218.93 must be received by Sep 24 2013.

➤ **GO PAPERLESS:** You'll help yourself and the environment by signing up to manage your bills online at www.nationalgridus.com/gopaperless.

DETAIL OF CURRENT CHARGES

Delivery Services

Type of Service	Current Reading	Previous Reading	=	Difference	x	Meter Multiplier	=	Total Usage
Energy	749 <i>Actual</i>	602 <i>Actual</i>	=	147	x	1	=	147 kWh
Total Energy								147 kWh

METER NUMBER 05060121 NEXT SCHEDULED READ DATE Aug 7

SERVICE PERIOD Jun 7 - Dec 7 NUMBER OF DAYS IN PERIOD 183

RATE General Service - Small C/I G-1 VOLTAGE DELIVERY LEVEL 0 - 2.2 kv

Rate General Service - Small C/I G-1

Billing Period Jun 7, 2011 to Jul 7, 2011 Number of days in period 30

Customer Charge				10.00
Dist Chg First 24 KWH	0.03407	x	24 kWh	0.82
Transmission Charge	0.01779	x	24 kWh	0.43
Energy Efficiency Chg	0.0078	x	24 kWh	0.19
Renewable Energy Chg	0.0005	x	24 kWh	0.01

KEEP THIS PORTION FOR YOUR RECORDS.

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PO-Box 960
 Northborough MA 01532

*****ALL FOR AADC 018
 CITY OF GLOUCESTER DPW
 C/O CITY HALL
 DEPT OF PUBLIC WORKS
 9 DALE AVE
 GLOUCESTER MA 01930

057090

ACCOUNT NUMBER	PLEASE PAY BY	AMOUNT DUE
88500-50018	Sep 24, 2013	\$ 218.93

ENTER AMOUNT ENCLOSED

\$ 79.89

Write account number on check and make payable to National Grid
 Please pay Gas & Electric bills separately

NATIONAL GRID
 PO BOX 11737
 NEWARK NJ 07101-4737

000007989 88500500182000021893267

SERVICE FOR
 CITY OF GLOUCESTER DPW
 C/O CITY HALL
 99 THATCHER RD POLE 7555
 GLOUCESTER MA 01930

BILLING PERIOD
 Jun 7, 2011 to Dec 7, 2011

ACCOUNT NUMBER 88500-50018
 PLEASE PAY BY Sep 24, 2013

AMOUNT DUE
\$ 218.93

Choosing an Energy Supplier You can choose who supplies your energy. No matter which energy supplier you choose, National Grid will continue to deliver energy to you safely, efficiently and reliably. We will also continue to provide your customer service, including emergency response and storm restoration. National Grid is dedicated to creating an open energy market that lets you choose from a variety of competitive energy suppliers who may offer different pricing options. For information on authorized energy suppliers and how to choose, please visit us online at www.nationalgridus.com/energychoice

Rate General Service - Small C/I G-1		
Billing Period	Jul 7, 2011 to Aug 5, 2011	Number of days in period 29
Customer Charge		10.00
Dist Chg First 23 KWH	0.03407 x 23 kWh	0.78
Transmission Charge	0.01779 x 23 kWh	0.41
Energy Efficiency Chg	0.0078 x 23 kWh	0.18
Renewable Energy Chg	0.0005 x 23 kWh	0.01

Rate General Service - Small C/I G-1		
Billing Period	Aug 5, 2011 to Sep 7, 2011	Number of days in period 33
Customer Charge		10.00
Dist Chg First 27 KWH	0.03407 x 27 kWh	0.91
Transmission Charge	0.01779 x 27 kWh	0.48
Energy Efficiency Chg	0.0078 x 27 kWh	0.21
Renewable Energy Chg	0.0005 x 27 kWh	0.01

Explanation of General Billing Terms

KWH: Kilowatt-hour, a basic unit of electricity used.
Off-Peak: Period of time when the need or demand for electricity on the Company's system is low, such as late evenings, weekends and holidays.
Peak: Period of time when the need or demand for electricity on the Company's system is high, normally during the day, Monday through Friday, excluding holidays.
Estimated Bill: A bill which is calculated based on your typical monthly usage rather than on an actual meter reading. It is usually rendered when we are unable to read your meter.
Meter Multiplier: A number by which the usage on certain meters must be multiplied by to obtain the total usage.
Demand Charge: The cost of providing electrical transmission and distribution equipment to accommodate your largest electrical load.

Supplier Service Charges are comprised of:

Generation Charge: The charge(s) to provide electricity and other services to the customer by a supplier.

Questions:

If you have questions or complaints regarding this bill or National Grid's service quality, please contact Customer Service at 1-800-322-3223. You may also contact the Massachusetts Department of Public Utilities, Consumer Division at 617-737-2836 or toll free at 1-877-886-8066 or web site www.mass.gov/dpu.

Delivery Service Charges are comprised of:

Customer Charge: The cost of providing customer related service such as metering, meter reading and billing. These fixed costs are unaffected by the actual amount of electricity you use.
Distribution Charge: The cost of delivering electricity from the beginning of the Company's distribution system to your home or business.
Transition Charge: Company payments to its wholesale supplier for terminating its wholesale arrangements.
Transmission Charge: The cost of delivering electricity from the generation company to the beginning of the Company's distribution system.
Energy Efficiency Charge: The cost of energy efficiency program services offered by the Company.
Renewable Energy Charge: A charge to fund initiatives for communicating the benefits of renewable energy and fostering formation, growth, expansion and retention of renewable energy and related enterprises.



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Rate General Service - Small C/I G-1			
Billing Period	Sep 7, 2011 to Oct 5, 2011	Number of days in period	28
Customer Charge			10.00
Dist Chg First 22 KWH	0.03407 x 22 kWh		0.75
Transmission Charge	0.01779 x 22 kWh		0.39
Energy Efficiency Chg	0.0078 x 22 kWh		0.18
Renewable Energy Chg	0.0005 x 22 kWh		0.01

Rate General Service - Small C/I G-1			
Billing Period	Oct 5, 2011 to Nov 4, 2011	Number of days in period	30
Customer Charge			10.00
Dist Chg First 24 KWH	0.03407 x 24 kWh		0.82
Transmission Charge	0.01779 x 24 kWh		0.43
Energy Efficiency Chg	0.0078 x 24 kWh		0.19
Renewable Energy Chg	0.0005 x 24 kWh		0.01

Rate General Service - Small C/I G-1			
Billing Period	Nov 4, 2011 to Dec 7, 2011	Number of days in period	33
Customer Charge			10.00
Dist Chg First 27 KWH	0.03407 x 27 kWh		0.91
Transmission Charge	0.01779 x 27 kWh		0.48
Energy Efficiency Chg	0.0078 x 27 kWh		0.21
Renewable Energy Chg	0.0005 x 27 kWh		0.01
Storm Performance Adjustment			-0.93

Total Delivery Services \$ 67.90

Supply Services

SUPPLIER	National Grid
Rate General Service - Small C/I G-1	
Billing Period	Jun 7, 2011 to Jul 7, 2011
Number of days in period	30
Basic Service Fixed	0.07247 x 24 kWh
	1.74

SUPPLIER	National Grid
Rate General Service - Small C/I G-1	
Billing Period	Jul 7, 2011 to Aug 5, 2011
Number of days in period	29
Basic Service Fixed	0.07247 x 23 kWh
	1.67

SUPPLIER	National Grid
Rate General Service - Small C/I G-1	
Billing Period	Aug 5, 2011 to Sep 7, 2011
Number of days in period	33
Basic Service Fixed	0.07247 x 27 kWh
	1.95

SUPPLIER	National Grid
Rate General Service - Small C/I G-1	
Billing Period	Sep 7, 2011 to Oct 5, 2011
Number of days in period	28
Basic Service Fixed	0.07247 x 22 kWh
	1.60



CITY OF GLOUCESTER DPW
C/O CITY HALL
99 THATCHER RD POLE 7555
GLOUCESTER MA 01930

BILLING PERIOD
Jun 7, 2011 to Dec 7, 2011

PAGE 4 of 4

ACCOUNT NUMBER 88500-50018
PLEASE PAY BY Sep 24, 2013

AMOUNT DUE
\$ 218.93

SUPPLIER National Grid
Rate General Service - Small C/I G-1
Billing Period Oct 5, 2011 to Nov 4, 2011 Number of days in period 30
Basic Service Fixed 0.07353398 x 24 kWh 1.76

SUPPLIER National Grid
Rate General Service - Small C/I G-1
Billing Period Nov 4, 2011 to Dec 7, 2011 Number of days in period 33
Basic Service Fixed 0.08045 x 27 kWh 2.17
Total Supply Services \$ 10.89

Other Charges/Adjustments

Sales Tax 6.25 % 1.10
Total Other Charges/Adjustments \$ 1.10





SERVICE FOR
 CITY OF GLOUCESTER DPW
 C/O CITY HALL
 99 THATCHER RD POLE 7555
 GLOUCESTER MA 01930

BILLING PERIOD
 Dec 7, 2011 to Jun 6, 2012

ACCOUNT NUMBER	PLEASE PAY BY	AMOUNT DUE
88500-50018	Sep 25, 2013	\$ 283.17

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 CUSTOMER SERVICE
 1-800-322-3223
 CREDIT DEPARTMENT
 1-888-211-1313
 POWER OUTAGE OR DOWNED LINE
 1-800-465-1212
 EMAIL BILLING INQUIRES
 customerservice@us.ngrid.com
 CORRESPONDENCE ADDRESS
 PO Box 960
 Northborough, MA 01532-0960
 ELECTRIC PAYMENT ADDRESS
 PO Box 11737
 Newark, NJ 07101-4737
 DATE BILL ISSUED
 Aug 1, 2013

Enrollment Information
 To enroll with a supplier or change to another supplier, you will need the following information about your account:
 Loadzone: NEMA/BOST
 Acct No.: 88500-50018 Cycle: 6 CITY

Electric Usage History

Month	kWh	Month	kWh
Jan 11	16	Jan 12	00
Jul 11	00	Feb 12	00
Aug 11	00	Mar 12	00
Sep 11	00	Apr 12	00
Oct 11	00	May 12	00
Nov 11	00	Jun 12	29
Dec 11	147		

ACCOUNT BALANCE

Previous Balance	218.93
Payment Received <i>No payments have been received during this billing period</i>	- 0.00
Balance Forward	218.93
Current Charges	+ 64.24
Amount Due ▶	\$ 283.17

To avoid late payment charges of 0.82%, \$ 283.17 must be received by Sep 25 2013.

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DETAIL OF CURRENT CHARGES

Delivery Services

Type of Service	Current Reading	Previous Reading	Difference	Meter Multiplier	Total Usage
Energy	778 Actual	749 Actual	29	1	29 kWh
Total Energy					29 kWh

METER NUMBER 05060121 NEXT SCHEDULED READ DATE Aug 7
 SERVICE PERIOD Dec 7 - Jun 6 NUMBER OF DAYS IN PERIOD 182
 RATE General Service - Small C/I G-1 VOLTAGE DELIVERY LEVEL 0 - 2.2 kv

Rate General Service - Small C/I G-1

Billing Period Dec 7, 2011 to Jan 6, 2012 Number of days in period 30

Customer Charge		10.00
Dist Chg First 5 KWH	0.03407 x 5 kWh	0.17
Transmission Charge	0.01779 x 5 kWh	0.09
Energy Efficiency Chg	0.0078 x 5 kWh	0.04

KEEP THIS PORTION FOR YOUR RECORDS.

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ACCOUNT NUMBER	PLEASE PAY BY	AMOUNT DUE
88500-50018	Sep 25, 2013	\$ 283.17

PO Box 960
 Northborough MA 01532

ENTER AMOUNT ENCLOSED

\$

Write account number on check and make payable to National Grid
 Please pay Gas & Electric bills separately

*****ALL FOR AADC 018
 CITY OF GLOUCESTER DPW
 C/O CITY HALL
 DEPT OF PUBLIC WORKS
 9 DALE AVE
 GLOUCESTER MA 01930

045927

NATIONAL GRID
 PO BOX 11737
 NEWARK NJ 07101-4737

000006424 88500500183000028317268

SERVICE FOR
 CITY OF GLOUCESTER DPW
 C/O CITY HALL
 99 THATCHER RD POLE 7555
 GLOUCESTER MA 01930

BILLING PERIOD
 Dec 7, 2011 to Jun 6, 2012

ACCOUNT NUMBER
 88500-50018

PLEASE PAY BY
 Sep 25, 2013

AMOUNT DUE
\$ 283.17

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Rate General Service - Small C/I G-1		
Billing Period	Jan 6, 2012 to Feb 6, 2012	Number of days in period 31
Customer Charge		10.00
Dist Chg First 5 KWH	0.03407 x 5 kWh	0.17
Transmission Charge	0.01779 x 5 kWh	0.09
Energy Efficiency Chg	0.0078 x 5 kWh	0.04

Rate General Service - Small C/I G-1		
Billing Period	Feb 6, 2012 to Mar 7, 2012	Number of days in period 30
Customer Charge		10.00
Dist Chg First 5 KWH	0.03437564 x 5 kWh	0.17
Transmission Charge	0.01743999 x 5 kWh	0.09
Energy Efficiency Chg	0.0078 x 5 kWh	0.04

Explanation of General Billing Terms

KWH: Kilowatt-hour, a basic unit of electricity used.
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Estimated Bill: A bill which is calculated based on your typical monthly usage rather than on an actual meter reading. It is usually rendered when we are unable to read your meter.
Meter Multiplier: A number by which the usage on certain meters must be multiplied by to obtain the total usage.
Demand Charge: The cost of providing electrical transmission and distribution equipment to accommodate your largest electrical load.

Supplier Service Charges are comprised of:

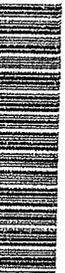
Generation Charge: The charge(s) to provide electricity and other services to the customer by a supplier.

Questions:

If you have questions or complaints regarding this bill or National Grid's service quality, please contact Customer Service at 1-800-322-3223. You may also contact the Massachusetts Department of Public Utilities, Consumer Division at 617-737-2836 or toll free at 1-877-886-5086 or web site www.mass.gov/dpu.

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Transmission Charge: The cost of delivering electricity from the generation company to the beginning of the Company's distribution system.
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www.nationalgridus.com/paperless

Rate General Service - Small C/I G-1			
Billing Period Mar 7, 2012 to Apr 5, 2012		Number of days in period 29	
Customer Charge			10.00
Dist Chg First 5 KWH	0.03539206 x 5 kWh		0.17
Transmission Charge	0.01629 x 5 kWh		0.09
Energy Efficiency Chg	0.0078 x 5 kWh		0.04

Rate General Service - Small C/I G-1			
Billing Period Apr 5, 2012 to May 7, 2012		Number of days in period 32	
Customer Charge			10.00
Dist Chg First 5 KWH	0.03545 x 5 kWh		0.17
Transmission Charge	0.01629 x 5 kWh		0.09
Energy Efficiency Chg	0.00753749 x 5 kWh		0.04

Rate General Service - Small C/I G-1			
Billing Period May 7, 2012 to Jun 6, 2012		Number of days in period 30	
Customer Charge			10.00
Dist Chg First 4 KWH	0.03545 x 4 kWh		0.14
Transmission Charge	0.01629 x 4 kWh		0.07
Energy Efficiency Chg	0.0066 x 4 kWh		0.03

Total Delivery Services \$ 61.74

Supply Services

SUPPLIER National Grid			
Rate General Service - Small C/I G-1			
Billing Period Dec 7, 2011 to Jan 6, 2012		Number of days in period 30	
Basic Service Fixed	0.08045 x 5 kWh		0.40

SUPPLIER National Grid			
Rate General Service - Small C/I G-1			
Billing Period Jan 6, 2012 to Feb 6, 2012		Number of days in period 31	
Basic Service Fixed	0.08045 x 5 kWh		0.40

SUPPLIER National Grid			
Rate General Service - Small C/I G-1			
Billing Period Feb 6, 2012 to Mar 7, 2012		Number of days in period 30	
Basic Service Fixed	0.08045 x 5 kWh		0.40

SUPPLIER National Grid			
Rate General Service - Small C/I G-1			
Billing Period Mar 7, 2012 to Apr 5, 2012		Number of days in period 29	
Basic Service Fixed	0.08045 x 5 kWh		0.40

SUPPLIER National Grid			
Rate General Service - Small C/I G-1			
Billing Period Apr 5, 2012 to May 7, 2012		Number of days in period 32	
Basic Service Fixed	0.07683187 x 5 kWh		0.38



CITY OF GLOUCESTER DPW
C/O CITY HALL
99 THATCHER RD POLE 7555
GLOUCESTER MA 01930

BILLING PERIOD
Dec 7, 2011 to Jun 6, 2012

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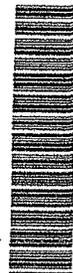
ACCOUNT NUMBER 88500-50018
PLEASE PAY BY Sep 25, 2013

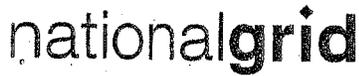
AMOUNT DUE
\$ 283.17

SUPPLIER	National Grid		
Rate	General Service - Small C/I G-1		
Billing Period	May 7, 2012 to Jun 6, 2012	Number of days in period	30
Basic Service Fixed	0.06391 x 4 kWh		0.25
Total Supply Services			\$ 2.23

Other Charges/Adjustments

Sales Tax	6.25 %	0.27	
Total Other Charges/Adjustments			\$ 0.27





SERVICE FOR
 CITY OF GLOUCESTER DPW
 C/O CITY HALL
 99 THATCHER RD POLE 7555
 GLOUCESTER MA 01930

BILLING PERIOD
 Jun 6, 2012 to Dec 4, 2012

ACCOUNT NUMBER **PLEASE PAY BY** **AMOUNT DUE**
 88500-50018 Sep 29, 2013 \$ 367.87

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 CUSTOMER SERVICE
 1-800-322-3223
 CREDIT DEPARTMENT
 1-888-211-1313
 POWER OUTAGE OR DOWNED LINE
 1-800-465-1212
 EMAIL BILLING INQUIRES
 customerservice@us.ngrid.com
 CORRESPONDENCE ADDRESS
 PO Box 960
 Northborough, MA 01532-0960
 ELECTRIC PAYMENT ADDRESS
 PO Box 11737
 Newark, NJ 07101-4737
 DATE BILL ISSUED
 Aug 5, 2013

ACCOUNT BALANCE

Previous Balance	283.17
Payment Received <i>No payments have been received during this billing period</i>	- 0.00
Balance Forward	283.17
Current Charges	+ 84.70
Amount Due	\$ 367.87

To avoid late payment charges of 0.82%, \$ 367.87 must be received by Sep 29 2013.

➤ **GO PAPERLESS:** You'll help yourself and the environment by signing up to manage your bills online at www.nationalgridus.com/gopaperless.

DETAIL OF CURRENT CHARGES

Delivery Services

Type of Service	Current Reading	Previous Reading	Difference	Meter Multiplier	Total Usage
Energy	965 Actual	778 Actual	187	1	187 kWh
Total Energy					187 kWh

METER NUMBER 05060121 NEXT SCHEDULED READ DATE Sep 9

SERVICE PERIOD Jun 6 - Dec 4 NUMBER OF DAYS IN PERIOD 181

RATE General Service - Small C/I G-1 VOLTAGE DELIVERY LEVEL 0 - 2.2 kv

Rate General Service - Small C/I G-1

Billing Period Jun 6, 2012 to Jul 6, 2012 Number of days in period 30

Customer Charge			10.00
Dist Chg First 31 KWH	0.03545 x 31 kWh		1.11
Transition Charge	0.00052 x 31 kWh		0.02
Transmission Charge	0.01629 x 31 kWh		0.51
Energy Efficiency Chg	0.0066 x 31 kWh		0.21
Renewable Energy Chg	0.0005 x 31 kWh		0.02

Enrollment Information

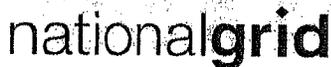
To enroll with a supplier or change to another supplier, you will need the following information about your account:
 Loadzone: NEMA/BOST
 Acct No: 88500-50018, City: 6 CITY

Electric Usage History

Month	kWh	Month	kWh
Dec 11	147	Jul 12	00
Jan 12	00	Aug 12	00
Feb 12	00	Sep 12	00
Mar 12	00	Oct 12	00
Apr 12	00	Nov 12	00
May 12	00	Dec 12	187
Jun 12	29		

KEEP THIS PORTION FOR YOUR RECORDS.

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ACCOUNT NUMBER	PLEASE PAY BY	AMOUNT DUE
88500-50018	Sep 29, 2013	\$ 367.87

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ENTER AMOUNT ENCLOSED

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Write account number on check and make payable to National Grid
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 C/O CITY HALL
 DEPT OF PUBLIC WORKS
 9 DALE AVE
 GLOUCESTER MA 01930

061748

NATIONAL GRID
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 NEWARK NJ 07101-4737

000008470 88500500189000036787272

SERVICE FOR
 CITY OF GLOUCESTER DPW
 C/O CITY HALL
 99 THATCHER RD POLE 7555
 GLOUCESTER MA 01930

BILLING PERIOD
 Jun 6, 2012 to Dec 4, 2012

ACCOUNT NUMBER 88500-50018
 PLEASE PAY BY Sep 29, 2013

AMOUNT DUE
\$ 367.87

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Rate	General Service - Small C/I G-1			
Billing Period	Jul 6, 2012 to Aug 7, 2012		Number of days in period	32
Customer Charge				10.00
Dist Chg First 33 KWH	0.03545 x 33 kWh			1.17
Transition Charge	0.00052 x 33 kWh			0.02
Transmission Charge	0.01629 x 33 kWh			0.53
Energy Efficiency Chg	0.0066 x 33 kWh			0.22
Renewable Energy Chg	0.0005 x 33 kWh			0.02



Explanation of General Billing Terms

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Transition Charge: Company payments to its wholesale supplier for terminating its wholesale arrangements.
Transmission Charge: The cost of delivering electricity from the generation company to the beginning of the Company's distribution system.
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Supplier Service Charges are comprised of:

Generation Charge: The charge(s) to provide electricity and other services to the customer by a supplier.

Questions:

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in every way.

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and electronic payments
today at

www.nationalgridus.com/paperless

Rate General Service - Small C/I G-1			
Billing Period		Number of days in period	
Aug 7, 2012 to Sep 7, 2012		31	
Customer Charge			10.00
Dist Chg First 32 KWH	0.03545 x 32 KWH		1.14
Transition Charge	0.00052 x 32 KWH		0.02
Transmission Charge	0.01629 x 32 KWH		0.53
Energy Efficiency Chg	0.0066 x 32 KWH		0.21
Renewable Energy Chg	0.0005 x 32 KWH		0.02

Rate General Service - Small C/I G-1			
Billing Period		Number of days in period	
Sep 7, 2012 to Oct 5, 2012		28	
Customer Charge			10.00
Dist Chg First 29 KWH	0.03545 x 29 KWH		1.02
Transition Charge	0.00052 x 29 KWH		0.02
Transmission Charge	0.01629 x 29 KWH		0.47
Energy Efficiency Chg	0.0066 x 29 KWH		0.19
Renewable Energy Chg	0.0005 x 29 KWH		0.01

Rate General Service - Small C/I G-1			
Billing Period		Number of days in period	
Oct 5, 2012 to Nov 5, 2012		31	
Customer Charge			10.00
Dist Chg First 32 KWH	0.03545 x 32 KWH		1.14
Transition Charge	0.00052 x 32 KWH		0.02
Transmission Charge	0.01629 x 32 KWH		0.53
Energy Efficiency Chg	0.0066 x 32 KWH		0.21
Renewable Energy Chg	0.0005 x 32 KWH		0.02

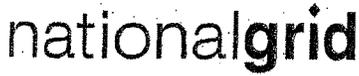
Rate General Service - Small C/I G-1			
Billing Period		Number of days in period	
Nov 5, 2012 to Dec 4, 2012		29	
Customer Charge			10.00
Dist Chg First 30 KWH	0.03545 x 30 KWH		1.06
Transition Charge	0.00052 x 30 KWH		0.02
Transmission Charge	0.01629 x 30 KWH		0.49
Energy Efficiency Chg	0.0066 x 30 KWH		0.20
Renewable Energy Chg	0.0005 x 30 KWH		0.02

Total Delivery Services \$ 71.17

Supply Services

SUPPLIER National Grid			
Rate General Service - Small C/I G-1			
Billing Period		Number of days in period	
Jun 6, 2012 to Jul 6, 2012		30	
Basic Service Fixed	0.06391 x 31 KWH		1.98

SUPPLIER National Grid			
Rate General Service - Small C/I G-1			
Billing Period		Number of days in period	
Jul 6, 2012 to Aug 7, 2012		32	
Basic Service Fixed	0.06391 x 33 KWH		2.11



SERVICE FOR
CITY OF GLOUCESTER DPW
C/O CITY HALL
99 THATCHER RD POLE 7555
GLOUCESTER MA 01930

BILLING PERIOD
Jun 6, 2012 to Dec 4, 2012

PAGE 4 of 4

ACCOUNT NUMBER
88500-50018

PLEASE PAY BY
Sep 29, 2013

AMOUNT DUE
\$ 367.87

SUPPLIER National Grid
Rate General Service - Small C/I G-1
Billing Period Aug 7, 2012 to Sep 7, 2012 Number of days in period 31
Basic Service Fixed 0.06391 x 32 kWh 2.04

SUPPLIER National Grid
Rate General Service - Small C/I G-1
Billing Period Sep 7, 2012 to Oct 5, 2012 Number of days in period 28
Basic Service Fixed 0.06391 x 29 kWh 1.85

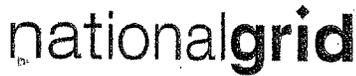
SUPPLIER National Grid
Rate General Service - Small C/I G-1
Billing Period Oct 5, 2012 to Nov 5, 2012 Number of days in period 31
Basic Service Fixed 0.06489225 x 32 kWh 2.07

SUPPLIER National Grid
Rate General Service - Small C/I G-1
Billing Period Nov 5, 2012 to Dec 4, 2012 Number of days in period 29
Basic Service Fixed 0.07 x 30 kWh 2.10
Total Supply Services \$ 12.15

Other Charges/Adjustments

Sales Tax 6.25 % 1.38
Total Other Charges/Adjustments \$ 1.38





SERVICE FOR
 CITY OF GLOUCESTER DPW
 C/O CITY HALL
 99 THATCHER RD POLE 7555
 GLOUCESTER MA 01930

BILLING PERIOD
 Dec 4, 2012 to Jul 8, 2013

ACCOUNT NUMBER	PLEASE PAY BY	AMOUNT DUE
88500-50018	Sep 30, 2013	\$ 437.21

www.nationalgrid.com
 CUSTOMER SERVICE
 1-800-322-3223
 CREDIT DEPARTMENT
 1-888-211-1313
 POWER OUTAGE OR DOWNED LINE
 1-800-465-1212
 EMAIL BILLING INQUIRES
 customerservice@usngrid.com
 CORRESPONDENCE ADDRESS
 PO Box 960
 Northborough, MA 01532-0960
 ELECTRIC PAYMENT ADDRESS
 PO Box 11737
 Newark, NJ 07101-4737
 DATE BILL ISSUED
 Aug 6, 2013

Enrollment Information

To enroll with a supplier or change to another supplier, you will need the following information about your account:
 Loadzone: NEMA/BCST
 Acct No: 88500-50018, Cycle: B, CITY

Electric Usage History

Month	kWh	Month	kWh
Dec 12	187	Jul 12	105
Jan 13	00		
Feb 13	00		
Mar 13	00		
Apr 13	00		
May 13	00		
Jun 13	00		

ACCOUNT BALANCE

Previous Balance	367.87
Payment Received <i>No payments have been received during this billing period</i>	- 0.00
Balance Forward	367.87
Current Charges	+ 69.34
Amount Due	\$ 437.21

To avoid late payment charges of 0.82%, \$ 437.21 must be received by Sep 30 2013.

➤ **GO PAPERLESS:** You'll help yourself and the environment by signing up to manage your bills online at www.nationalgridus.com/gopaperless.

DETAIL OF CURRENT CHARGES

Delivery Services

Type of Service	Current Reading	Previous Reading	Difference	Meter Multiplier	Total Usage
Energy	1070 <i>Actual</i>	965 <i>Actual</i>	105	1	105 kWh
Total Energy					105 kWh

METER NUMBER 05060121 NEXT SCHEDULED READ DATE Sep 9

SERVICE PERIOD Dec 4 - Jul 8 NUMBER OF DAYS IN PERIOD 216

RATE General Service - Small C/I G-1 VOLTAGE DELIVERY LEVEL 0 - 2.2 kv

Rate General Service - Small C/I G-1

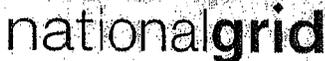
Billing Period Dec 4, 2012 to Jan 8, 2013

Number of days in period 35

Customer Charge		10.00
Dist Chg First 17 KWH	0.03545 x 17 kWh	0.60
Transition Charge	0.00052 x 17 kWh	0.01
Transmission Charge	0.01629 x 17 kWh	0.28
Energy Efficiency Chg	0.0066 x 17 kWh	0.11
Renewable Energy Chg	0.0005 x 17 kWh	0.01

KEEP THIS PORTION FOR YOUR RECORDS.

RETURN THIS PORTION WITH YOUR PAYMENT.



ACCOUNT NUMBER	PLEASE PAY BY	AMOUNT DUE
88500-50018	Sep 30, 2013	\$ 437.21

PO Box 960
 Northborough MA 01532

ENTER AMOUNT ENCLOSED

\$

[Empty box for amount enclosed]

Write account number on check and make payable to National Grid
 Please pay Gas & Electric bills separately

*****ALL FOR AADC 018
 CITY OF GLOUCESTER DPW
 C/O CITY HALL
 DEPT OF PUBLIC WORKS
 9 DALE AVE
 GLOUCESTER MA 01930

055669

NATIONAL GRID
 PO BOX 11737
 NEWARK NJ 07101-4737

000006934 88500500182000043721273

SERVICE FOR
 CITY OF GLOUCESTER DPW
 C/O CITY HALL
 99 THATCHER RD POLE 7555
 GLOUCESTER MA 01930

BILLING PERIOD
 Dec 4, 2012 to Jul 8, 2013

ACCOUNT NUMBER **PLEASE PAY BY**
 88500-50018 Sep 30, 2013

AMOUNT DUE
\$ 437.21

Choosing an Energy Supplier You can choose who supplies your energy. No matter which energy supplier you choose, National Grid will continue to deliver energy to you safely, efficiently and reliably. We will also continue to provide your customer service, including emergency response and storm restoration. National Grid is dedicated to creating an open energy market that lets you choose from a variety of competitive energy suppliers who may offer different pricing options. For information on authorized energy suppliers and how to choose, please visit us online at www.nationalgridus.com/energychoice.

Rate General Service - Small C/I G-1			
Billing Period	Jan 8, 2013 to Feb 6, 2013	Number of days in period	29
Customer Charge			10.00
Market Settlement Credit	-0.00191 x 14 kWh		-0.03
Dist Chg First 14 KWH	0.03545 x 14 kWh		0.49
Transmission Charge	0.01629 x 14 kWh		0.23
Energy Efficiency Chg	0.0066 x 14 kWh		0.10
Renewable Energy Chg	0.0005 x 14 kWh		0.01



Explanation of General Billing Terms

- KWH:** Kilowatt-hour, a basic unit of electricity used.
- Off-Peak:** Period of time when the need or demand for electricity on the Company's system is low, such as late evenings, weekends and holidays.
- Peak:** Period of time when the need or demand for electricity on the Company's system is high, normally during the day, Monday through Friday, excluding holidays.
- Estimated Bill:** A bill which is calculated based on your typical monthly usage rather than on an actual meter reading. It is usually rendered when we are unable to read your meter.
- Meter Multiplier:** A number by which the usage on certain meters must be multiplied by to obtain the total usage.
- Demand Charge:** The cost of providing electrical transmission and distribution equipment to accommodate your largest electrical load.

Delivery Service Charges are comprised of:

- Customer Charge:** The cost of providing customer related service such as metering, meter reading and billing. These fixed costs are unaffected by the actual amount of electricity you use.
- Distribution Charge:** The cost of delivering electricity from the beginning of the Company's distribution system to your home or business.
- Transition Charge:** Company payments to its wholesale supplier for terminating its wholesale arrangements.
- Transmission Charge:** The cost of delivering electricity from the generation company to the beginning of the Company's distribution system.
- Energy Efficiency Charge:** The cost of energy efficiency program services offered by the Company.
- Renewable Energy Charge:** A charge to fund initiatives for communicating the benefits of renewable energy and fostering formation, growth, expansion and retention of renewable energy and related enterprises.

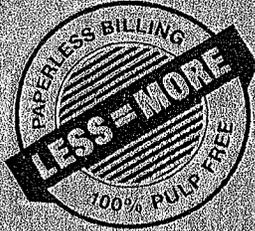
Supplier Service Charges are comprised of:

- Generation Charge:** The charge(s) to provide electricity and other services to the customer by a supplier.

Questions:

If you have questions or complaints regarding this bill or National Grid's service quality, please contact Customer Service at 1-800-322-3223. You may also contact the Massachusetts Department of Public Utilities, Consumer Division at 617-737-2836 or toll free at 1-877-886-5066 or web site www.mass.gov/dpu.

www.nationalgrid.com



Less paper. More Time.

Pay in a flash! No stamps, checks or envelopes, and it's more secure.

Don't waste another minute, dime or ounce of valuable natural resources. Paperless billing and e-pay are better in every way.

Sign up for paperless billing and electronic payments today at

www.nationalgridus.com/paperless

Rate General Service - Small C/I G-1			
Billing Period Feb 6, 2013 to Mar 7, 2013			Number of days in period 29
Customer Charge			10.00
Dist Chg First 14 KWH	0.03566479 x 14 kWh		0.49
Transition Charge	0.00077827 x 14 kWh		0.01
Transmission Charge	0.0166231 x 14 kWh		0.23
Energy Efficiency Chg	0.0066 x 14 kWh		0.10
Renewable Energy Chg	0.0005 x 14 kWh		0.01
Storm Performance Adjustment			-14.32

Rate General Service - Small C/I G-1			
Billing Period Mar 7, 2013 to Apr 5, 2013			Number of days in period 29
Customer Charge			10.00
Dist Chg First 14 KWH	0.03634 x 14 kWh		0.51
Transition Charge	0.00159 x 14 kWh		0.02
Transmission Charge	0.01767 x 14 kWh		0.25
Energy Efficiency Chg	0.0066 x 14 kWh		0.10
Renewable Energy Chg	0.0005 x 14 kWh		0.01

Rate General Service - Small C/I G-1			
Billing Period Apr 5, 2013 to May 8, 2013			Number of days in period 33
Customer Charge			10.00
Dist Chg First 16 KWH	0.03661726 x 16 kWh		0.59
Transition Charge	0.00159 x 16 kWh		0.02
Transmission Charge	0.01767 x 16 kWh		0.29
Energy Efficiency Chg	0.00636484 x 16 kWh		0.10
Renewable Energy Chg	0.0005 x 16 kWh		0.01

Rate General Service - Small C/I G-1			
Billing Period May 8, 2013 to Jun 7, 2013			Number of days in period 30
Customer Charge			10.00
Dist Chg First 15 KWH	0.03817 x 15 kWh		0.57
Transition Charge	0.00159 x 15 kWh		0.02
Transmission Charge	0.01767 x 15 kWh		0.27
Energy Efficiency Chg	0.00563 x 15 kWh		0.09
Renewable Energy Chg	0.0005 x 15 kWh		0.01

Rate General Service - Small C/I G-1			
Billing Period Jun 7, 2013 to Jul 8, 2013			Number of days in period 31
Customer Charge			10.00
Dist Chg First 15 KWH	0.03817 x 15 kWh		0.57
Transition Charge	0.00159 x 15 kWh		0.02
Transmission Charge	0.01767 x 15 kWh		0.27
Energy Efficiency Chg	0.00563 x 15 kWh		0.09
Renewable Energy Chg	0.0005 x 15 kWh		0.01

Total Delivery Services \$ 62.15



SERVICE FOR
 CITY OF GLOUCESTER DPW
 C/O CITY HALL
 99 THATCHER RD POLE 7555
 GLOUCESTER MA 01930

BILLING PERIOD
 Dec 4, 2012 to Jul 8, 2013

ACCOUNT NUMBER 88500-50018
 PLEASE PAY BY Sep 30, 2013

AMOUNT DUE
 \$ 437.21

Supply Services

SUPPLIER National Grid
 Rate General Service - Small C/I G-1
 Billing Period Dec 4, 2012 to Jan 8, 2013 Number of days in period 35
 Basic Service Fixed 0.07 x 17 kWh 1.19

SUPPLIER National Grid
 Rate General Service - Small C/I G-1
 Billing Period Jan 8, 2013 to Feb 6, 2013 Number of days in period 29
 Basic Service Fixed 0.07 x 14 kWh 0.98

SUPPLIER National Grid
 Rate General Service - Small C/I G-1
 Billing Period Feb 6, 2013 to Mar 7, 2013 Number of days in period 29
 Basic Service Fixed 0.07 x 14 kWh 0.98

SUPPLIER National Grid
 Rate General Service - Small C/I G-1
 Billing Period Mar 7, 2013 to Apr 5, 2013 Number of days in period 29
 Basic Service Fixed 0.07 x 14 kWh 0.98

SUPPLIER National Grid
 Rate General Service - Small C/I G-1
 Billing Period Apr 5, 2013 to May 8, 2013 Number of days in period 33
 Basic Service Fixed 0.06951512 x 16 kWh 1.12

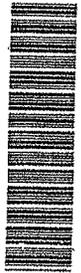
SUPPLIER National Grid
 Rate General Service - Small C/I G-1
 Billing Period May 8, 2013 to Jun 7, 2013 Number of days in period 30
 Basic Service Fixed 0.068 x 15 kWh 1.02

SUPPLIER National Grid
 Rate General Service - Small C/I G-1
 Billing Period Jun 7, 2013 to Jul 8, 2013 Number of days in period 31
 Basic Service Fixed 0.068 x 15 kWh 1.02

Total Supply Services \$ 7.29

Other Charges/Adjustments

Sales Tax 6.25 % -0.10
Total Other Charges/Adjustments -\$ 0.10



City of Gloucester

City of Gloucester
9 Dale Avenue
Gloucester, MA 01930

Phone: 978-281-9715
FAX: 978-281-8472
email: npapows@gloucester-ma.gov

Memorandum

To: Mayor Carolyn Kirk
From: Nancy A. Papows, Principal Assessor NP
cc: file
Date: Wednesday, September 25, 2013
Subject: Tax Classification

Please be advised that the Mayor's Report should include a request that Tax Classification be included for consideration on the City Council Agenda of October 8, 2013. The City Council should refer this item to the B&F Committee. Thank you.



GLOUCESTER POLICE DEPARTMENT
Office of the Chief of Police
197 Main Street
Gloucester, MA 01930

Chief Leonard Campanello
(978)281-9775

Memorandum

September 23, 2013

To: Mayor Carolyn Kirk

From: Chief Leonard Campanello

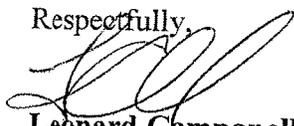
RE: U.S. DEA Overtime Funding for FY2014

Mayor Kirk,

The Gloucester Police Department has had a detective assigned to the Drug Enforcement Agency for the past five years. As part of this agreement, the DEA will reimburse the city for the first **\$17,202.25 in overtime** for this officer in FY2014. This has been a long standing yearly agreement between the DEA and the Gloucester Police Department, as well as all other communities that participate in the program.

There is no match requirement for this grant. I am requesting this correspondence be forwarded to City Council for approval to accept the funding up to **\$17,202.25 in reimbursement overtime costs** for Fiscal 2014.

Respectfully,


Leonard Campanello
Chief of Police



City of Gloucester
Grant Application and Check List

Granting Authority: State _____ Federal Other _____

Name of Grant: FY14 Organized Crime Drug Enforcement Task Force

Department Applying for Grant: Police Department

Agency-Federal or State application is requested from: Drug Enforcement Admin. (DEA)

Object of the application: Funds for overtime worked on federal drug enforcement

Any match requirements: None

Mayor's approval to proceed: *[Signature]* 10/1/13
Signature Date

City Council's referral to Budget & Finance Standing Committee: _____
Vote Date

Budget & Finance Standing Committee: _____
Positive or Negative Recommendation Date

City Council's Approval or Rejection: _____
Vote Date

City Clerk's Certification of Vote to City Auditor: _____
Certification Date

City Auditor:
Assignment of account title and value of grant: _____
Title Amount

Auditor's distribution to managing department: _____
Department Date sent

NOTE: A copy of all grant paperwork must be submitted to the Auditor's Office

FORM: AUDIT GRANT CHECKLIST - V.1



**City of Gloucester
Grant Application and Check List (Continued)**

The following are documents needed by the Auditing Office for grant account creation:

1. Grant Application
2. Grant Award Letter/Standard Contract Approval Form
3. Council Order Approval
4. Original Grant Account Budget as approved by Grantor
5. Amended Grant Account Budget as approved by Grantor (if applicable)
6. Any additional information as requested by the Auditing Department

Note: All documents must be complete signed copies.

Please attach the following documents with the Grant Application and Check List and send to the Auditors' Office.

CITY OF GLOUCESTER

ACCOUNT BUDGET

DEPARTMENT NAME: Police Department
 ACCOUNT NAME: FY14 Organized Crime Drug Enforcement Task Force
 FUND NUMBER AND NAME: (N/A FOR NEW FUND) N/A
 CFDA # (Required for Federal Grants): 16.004
 DATE PREPARED: 9/23/2013

APPROVED
 AMENDED BUDGET

OBJECT	ORIGINAL BUDGET	(IF APPLICABLE)	AMENDED REQUEST	REVISED BUDGET
REVENUE (4 _____)				
	\$17,202.25			\$0.00
				\$0.00
				\$0.00
Total:	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE (5 _____)				
				\$0.00
51300	\$17,202.25			\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Total:	\$17,202.25 \$0.00	\$0.00	\$0.00	\$0.00

DEPARTMENT HEAD SIGNATURE 
 DATE ENTERED (AUDIT) _____ AUDITING DEPARTMENT INITIALS _____

Appendix D

PROGRAM - FUNDED STATE AND LOCAL TASK FORCE AGREEMENT

This agreement is made this 30th day of September, 2013, between the United States Department of Justice, Drug Enforcement Administration (hereinafter "DEA"), and Gloucester Police Department (hereinafter "GPD"). The DEA is authorized to enter into this cooperative agreement concerning the use and abuse of controlled substances under the provisions of 21 U.S.C. § 873.

WHEREAS there is evidence that trafficking in narcotics and dangerous drugs exists in the area and that such illegal activity has a substantial and detrimental effect on the health and general welfare of the people of Massachusetts, the parties hereto agree to the following:

1. The Group Two Task Force will perform the activities and duties described below:
 - a. disrupt the illicit drug traffic in the New England area by immobilizing targeted violators and trafficking organizations;
 - b. gather and report intelligence data relating to trafficking in narcotics and dangerous drugs; and
 - c. conduct undercover operations where appropriate and engage in other traditional methods of investigation in order that the Task Force's activities will result in effective prosecution before the courts of the United States and the State of Massachusetts.
2. To accomplish the objectives of the Group Two Task Force, the GPD agrees to detail one (1) experienced officer to the Group Two Task Force for a period of not less than two years. During this period of assignment, the GPD officer will be under the direct supervision and control of DEA supervisory personnel assigned to the Task Force.
3. The GPD officer assigned to the Task Force shall adhere to DEA policies and procedures. Failure to adhere to DEA policies and procedures shall be grounds for dismissal from the Task Force.
4. The GPD officer assigned to the Task Force shall be deputized as Task Force Officers of DEA pursuant to 21 U.S.C. Section 878.
5. To accomplish the objectives of the Group Two Task Force, DEA will assign three (3) Special Agents to the Task Force. DEA will also, subject to the availability of annually appropriated funds or any continuing resolution thereof, provide necessary funds and equipment to support the activities of the DEA Special Agents and GPD officer assigned to the Task Force. This support will include: office space, office supplies, travel funds, funds for the purchase of evidence and information, investigative equipment, training, and other support items.

6. During the period of assignment to the Group Two Task Force, the GPD will remain responsible for establishing the salary and benefits, including overtime, of the officers assigned to the Task Force, and for making all payments due them. DEA will, subject to availability of funds, reimburse the GPD for overtime payments made by it to GPD officers assigned to the Task Force for overtime, up to a sum equivalent to 25 percent of the salary of a GS-12, step 1, (RUS) Federal employee (currently \$17,202.25), per officer. *Note: Task Force Officer's overtime "shall not include any costs for benefits, such as retirement, FICA, and other expenses."*

7. In no event will the GPD charge any indirect cost rate to DEA for the administration or implementation of this agreement.

8. The GPD shall maintain on a current basis complete and accurate records and accounts of all obligations and expenditures of funds under this agreement in accordance with generally accepted accounting principles and instructions provided by DEA to facilitate on-site inspection and auditing of such records and accounts.

9. The GPD shall permit and have readily available for examination and auditing by DEA, the United States Department of Justice, the Comptroller General of the United States, and any of their duly authorized agents and representatives, any and all records, documents, accounts, invoices, receipts or expenditures relating to this agreement. The GPD shall maintain all such reports and records until all audits and examinations are completed and resolved, or for a period of three (3) years after termination of this agreement, whichever is sooner.

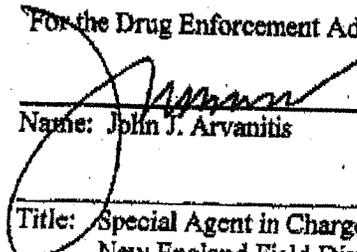
10. The GPD shall comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, as amended, and all requirements imposed by or pursuant to the regulations of the United States Department of Justice implementing those laws, 28 C.F.R. Part 42, Subparts C, F, G, H and I.

11. The GPD agrees that an authorized officer or employee will execute and return to DEA the attached OJP Form 4061/6, Certification Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements. The GPD acknowledges that this agreement will not take effect and no Federal funds will be awarded to the GPD by DEA until the completed certification is received.

12. When issuing statements, press releases, requests for proposals, bid solicitations, and other documents describing projects or programs funded in whole or in part with Federal money, the GPD shall clearly state: (1) the percentage of the total cost of the program or project which will be financed with Federal money and (2) the dollar amount of Federal funds for the project or program.

13. The term of this agreement shall be effective from the date in paragraph number one until September 29, 2014. This agreement may be terminated by either party on thirty days' advance written notice. Billing for all outstanding obligations must be received by DEA within 90 days of the date of termination of this agreement. DEA will be responsible only for obligations incurred by GPD during the term of this agreement.

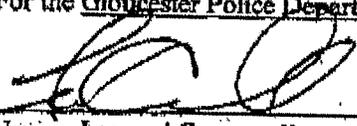
For the Drug Enforcement Administration:


Name: John J. Arvanitis

Date: 8.30-13

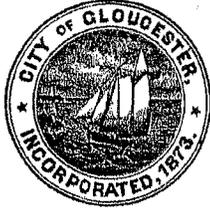
Title: Special Agent in Charge
New England Field Division

For the Gloucester Police Department


Name: Leonard Campanello

Date: 7/25/13

Title: Chief of Police



GLOUCESTER POLICE DEPARTMENT
Office of the Chief of Police
197 Main Street
Gloucester, MA 01930

Chief Leonard Campanello
(978)281-9775

RECEIVED

SEP 19 2013

Mayor's Office

Memorandum

September 12, 2013

To: Mayor Carolyn Kirk

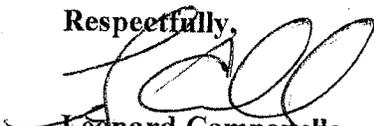
From: Leonard Campanello, Chief of Police

RE: Permission to apply for FY14 State 911 Training and EMD Grant

Mayor,

I respectfully request you put the following packet forward to City Council for a vote to allow the Police Department to apply for the above mentioned grant. This grant is a yearly grant afforded us by State 911.

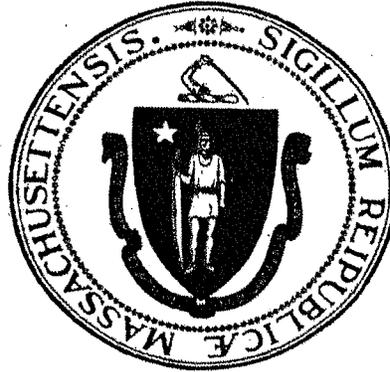
Respectfully,


Leonard Campanello
Chief of Police

FY 2014

Commonwealth of Massachusetts

**Executive Office of Public Safety and Security
State 911 Department**



**State 911 Department
Training Grant and EMD/Regulatory Compliance Grant
Guidelines and Application Package
Fiscal Year 2014**

**Deval L. Patrick
Governor**

**Timothy P. Murray
Lieutenant Governor
Andrea J. Cabral
Secretary, Executive Office of Public Safety and Security**

**Frank Pozniak
Executive Director, State 911 Department**

**1380 Bay Street, Building C
Taunton, MA 02780-1088
Phone (508) 828-2911
Fax (508) 828-2587
www.mass.gov/e911**

All applications shall be mailed or hand delivered. No applications will be accepted via fax or email. All applications must be received by 5:00 P.M. on Tuesday, April 1, 2014.

WHAT'S NEW for the Fiscal Year 2014 State 911 Department Training Grant
and EMD/Regulatory Compliance Grant

- Name of EMD Grant changed to EMD/Regulatory Compliance Grant throughout (same Grant as the Grant formerly known as the EMD Grant, but the name has been amended to reflect that the Grant also provides supplemental grant funding for allowable expenses to meet the State 911 Department regulations).
- Training Grant funding allocation of 7% and minimum award of \$10,000 (p. 6).
- Change in Training Grant Call Volume Year (2012 Call Volume). Grantees that would be adversely impacted by use of 2012 call volume will receive the allocation equivalent to their Fiscal Year 2013 award (p. 6).
- Continuation of funding of up to \$50,000 allocated to PSAP Leadership Scholarship Program for expenses associated with participation in 2013 Communication Center Management Program, with additional funding for the expenses of a scholarship recipient to attend the Navigator Conference should that person be selected to receive the David Connolly CCM Leadership Award (pp. 6, 10).
- Navigator Conference registration fees are eligible for reimbursement without prior approval (p. 9).
- Addition of straight time (or backfill, but not both) for attendance at the State 911 Department Dispatch Academy and conforming changes (pp. 7, 10).
- Application deadline of April 1, 2014 (p. 14).
- Prior approval no longer required for training courses held outside of Massachusetts as long as the course appears on the list of approved training courses set forth in Appendix B (p. 15).
- Removal of requirement to submit copies of grant application, and only original copy is required to be submitted (p. 14).
- Removal of ten (10) day timeframes by which additional information and/or appeals to Executive Director are to be submitted (pp. 15, 17).
- Clarified grant reimbursement request language to conform to current practices (pp. 16, 17).
- Proof of course completion and/or conference attendance required for reimbursement of personnel expenses and vendor fees (p. 18).
- Assistance section amended to include inclusion of State 911 Department contacts (p. 19).
- Grant Application forms and budget worksheets updated, inclusion of reminder that notary pages are required (pp. 20-27).
- New Appendix E- Annual Certification of Compliance with resources and information regarding Annual Certification of Compliance (p. 44).

Introduction

Governor Deval L. Patrick, Lieutenant Governor Timothy P. Murray, Secretary of the Executive Office of Public Safety and Security Andrea J. Cabral, and State 911 Department Executive Director Frank Pozniak are pleased to announce the Fiscal Year 2014 funding for the State 911 Department Training Grant and EMD/Regulatory Compliance Grant.

The State 911 Department is a department within the Executive Office of Public Safety and Security and is responsible for administering the State 911 Department Training Grant and EMD/Regulatory Compliance Grant. The State 911 Department is inviting eligible entities to submit applications for grant funds under the State 911 Department Training Grant and EMD/Regulatory Compliance Grant. All information needed to apply is contained in this application package.

The following guidelines have been developed for the State 911 Department Training Grant and EMD/Regulatory Compliance Grant and are applicable for Fiscal Year 2014.

The guidelines and funding levels will be reviewed annually by the State 911 Department and are subject to change, with Commission approval, with each funding cycle.

Note: The Fiscal Year 2014 Grant will begin on July 1, 2013 and run through June 30, 2014. The "Effective Date" of the individual awards shall be determined in accordance with Section 1 of the Commonwealth Terms and Conditions, which provides as follows: "The effective start date of performance under a Contract shall be the date a Contract has been executed by an authorized signatory of the Contractor, the Department, a later date specified in the Contract or the date of any approvals required by law or regulations, whichever is later." **There shall be no reimbursement for costs incurred prior to the Effective Date of the Contract, and all goods and services MUST be received on or before June 30, 2014.**

II. Definitions

The following words and phrases, as used in this document and the related application package, shall have the following meaning, unless the context clearly requires otherwise.

Automatic Number Identification or ANI: an enhanced 911 service capability that allows for the automatic display of a telephone number used to place or route a 911 call.

Automatic Location Identification or ALI: an enhanced 911 service capability that allows for the automatic display of information relating to the geographical location of the communication device used to place a 911 call.

Certified emergency medical dispatch resource or certified EMD resource: a limited secondary PSAP, primary PSAP, regional PSAP, regional secondary PSAP, secondary PSAP, RECC, wireless state police PSAP, or private safety department that is equipped to provide ANI and ALI displays and that is approved by the Department to provide emergency medical dispatch services for a PSAP or RECC through emergency medical dispatchers.

Commonwealth: the Commonwealth of Massachusetts.

Department: the State 911 Department.

Emergency Medical Dispatch or EMD: the management of requests for emergency medical assistance by utilizing a system of: (a) tiered response or priority dispatching of emergency medical resources based on the level of medical assistance needed by the victim; and (b) pre-arrival first aid or other medical instructions given by trained personnel responsible for receiving 911 calls and directly dispatching emergency response services.

Emergency Medical Dispatch Protocol Reference System or EMDPRS: a system approved by the Department that includes a protocol for emergency medical dispatcher response to calls, including structured caller questioning for patient condition, incident facts, and scene safety, pre-arrival instructions, post-dispatch instructions (such as first responder, basic life support and/or advanced life support), a continuous quality assurance program that measures compliance with the protocol through ongoing random case review of each emergency medical dispatcher.

Enhanced 911 Fund: the fund established under section 35JJ of Chapter 10 of the Massachusetts General Laws.

Enhanced 911 Telecommunicator: an individual who acts in the capacity of an enhanced 911 call taker.

Executive Director: the executive director of the State 911 Department.

Governmental Body: a state board, committee, special committee, subcommittee or commission, however created or constituted within the executive or legislative branch of the commonwealth or the governing board or body of any authority established by the general court to serve a public purpose in the commonwealth or any part thereof; a board, commission, committee or subcommittee of any district, city, region or town, however elected, appointed or otherwise constituted, and the governing board of a local housing, redevelopment or similar authority, provided that such entity currently operates a PSAP or RECC or seeks approval from the Department to operate a PSAP or RECC.

Grantee: an eligible applicant that has contracted with the State 911 Department to receive funds under the State 911 Department Training Grant and EMD/Regulatory Compliance Grant. Only governmental bodies and municipalities are eligible to be grantees.

Limited Secondary PSAP: a facility equipped, at a minimum, with automatic number identification and automatic location information display or printout capability. It receives 911 calls only if transferred from the primary PSAP. Data sent to a limited secondary PSAP cannot be re-routed to another location and may not necessarily be transmitted simultaneously with the voice call.

Post-dispatch Instructions: case-specific advice, warnings, and treatments given by a certified emergency medical dispatcher whenever possible and appropriate after dispatching field responders in accordance with a Department-approved EMDPRS.

Pre-arrival Instructions: scripted medical instructions given whenever possible and appropriate to provide necessary assistance and control of the situation, including without limitation, potential

life-saving instructions and post-dispatch instructions, prior to arrival of emergency medical services personnel in accordance with a Department-approved EMDPRS.

Primary PSAP: a PSAP equipped with automatic number identification and automatic location identification displays, and is the first point of reception of a 911 call. It serves the municipality in which it is located.

Private Safety Department: an entity, except for a municipality or public safety department, that provides emergency police, fire, ambulance or medical services.

Public Safety Department: a functional division of a municipality or a state that provides firefighting, law enforcement, ambulance, medical or other emergency services.

Quality Assurance of EMD: a systematic program and services consisting of medical control, medical review, call review, call tracking, deficiency identification, and remediation of emergency medical dispatch personnel, policies and procedures.

Regional PSAP: a PSAP operated by or on behalf of 2 or more municipalities or governmental bodies, or combination thereof, approved by the department, for the operation of enhanced 911 call taking and call transfer activities. A regional PSAP may also be engaged in, by agreement, the dispatching or control of public safety resources serving some or all of the municipalities or governmental bodies that comprise the regional PSAP, including where services are provided by a private safety department. If the regional PSAP serves all such municipalities or governmental bodies for the operation of enhanced 911 call taking and call transfer activities and dispatch services including where some dispatch services are provided by a private safety department, it shall be considered a regional emergency communication center. The regional PSAP shall be equipped with automatic number identification and automatic location identification displays, as approved by the department, and is the first point of reception of a 911 call.

Regional Secondary PSAP: a facility operated by or on behalf of 3 or more municipalities or governmental bodies, or a combination thereof, approved by the department, that enter into an agreement for the establishment and provision of regional dispatch and coordination of either police, fire protection or emergency medical services, or any combination thereof. A regional secondary PSAP is equipped with automatic number identification and automatic location identification displays. It receives 911 calls only when transferred from a primary or regional PSAP or on an alternative routing basis when calls cannot be completed to the primary or regional PSAP.

Regional Emergency Communication Center or RECC: a facility operated by or on behalf of 2 or more municipalities or governmental bodies, or combination thereof, as approved by the Department, that enter into an agreement for the establishment and provision of regional dispatch and coordination of emergency services for all such municipalities or governmental bodies including, but not limited to, a regional PSAP that provides enhanced 911 service and police, fire protection, and emergency medical services dispatch, including services provided by a private safety department. The regional PSAP portion of the center shall be equipped with automatic number identification and automatic location identification displays, as approved by the department, and is the first point of reception of a 911 call.

Ringling PSAP: a PSAP equipped for receipt of voice communications only, and may not operate 24 hours each day. It receives 911 calls that are transferred from the primary PSAP.

Secondary PSAP: a PSAP equipped with automatic number identification and automatic location identification displays. It receives 911 calls only when they are transferred from the primary PSAP or on an alternative routing basis when calls cannot be completed to the primary PSAP.

Wireless State Police PSAP: a state police facility assigned the responsibility of primarily or entirely receiving wireless 911 calls and, as appropriate, dispatching emergency response services or transferring or relaying emergency 911 calls to other public or private safety departments or other PSAPs

III. Eligibility

A. Training Grant

All primary PSAPs, regional PSAPs, regional secondary PSAPs, and RECCs are eligible to receive funding under the State 911 Department Training Grant.

Funding for the State 911 Department Training Grant originates from a portion of the surcharge revenues received pursuant to M.G.L. Chapter 6A, § 18H. For fiscal year 2014, seven percent (7%) of the total surcharge revenues of the previous fiscal year will be allocated to the State 911 Department Training Grant.

Funding in the amount of up to fifty thousand dollars (\$50,000) of the seven percent (7%) referenced above will be allocated to a PSAP executive development and leadership scholarship program to be known as the PSAP Leadership Scholarship Program. All primary PSAPs, regional PSAPs, regional secondary PSAPs, and RECCs are eligible to apply for funding under the PSAP Leadership Scholarship Program. In addition, the State 911 Department will support the expenses of a scholarship recipient to attend the Navigator Conference should that person be selected to receive the David Connolly CCM Leadership Award.

Awards to grantees under the State 911 Department Training Grant will be disbursed according to a formula that weighs both population¹ served and 911 call volume², with a minimum award of \$10,000. A complete listing of eligible award amounts by PSAP can be found in Appendix A.

B. EMD/Regulatory Compliance Grant

In addition to amounts allocated under the State 911 Department Training Grant, primary PSAPs, regional PSAPs, regional secondary PSAPs, and RECCs are eligible to apply for grant funding through the State 911 Department EMD/Regulatory Compliance Grant. Wireless state police PSAPs are eligible to apply for grant funding through the State 911 Department EMD/Regulatory Compliance Grant for allowable expenses relating to emergency medical dispatch services provided through a certified EMD resource (Category E) and for other emergency medical dispatch and quality assurance of emergency medical dispatch services (Category F) only.

¹ 2010 U.S. Census.

² 2012 Call Volume will be utilized for Fiscal Year 2014. For Fiscal Year 2014, awards will be adjusted so that awardees negatively impacted by the use of 2012 Call Volume will receive the allocation equivalent to their Fiscal Year 2013 award.

Awards to grantees under the State 911 Department EMD/Regulatory Compliance Grant will be disbursed on an as needed basis. The State 911 Department reserves the right to adjust the amount allocated to the State 911 Department EMD/Regulatory Compliance Grant and/or to adjust the amount awarded to eligible grantees to ensure a proper allocation in accordance with the purpose of the State 911 Department EMD/Regulatory Compliance Grant. Funding for the State 911 Department EMD/Regulatory Compliance Grant originates from a portion of the surcharge revenues received pursuant to M.G.L. Chapter 6A, § 18H.

IV. Purpose

A. Training Grant

The purpose of the State 911 Department Training Grant is to reimburse primary PSAPs, regional PSAPs, regional secondary PSAPs, and RECCs for allowable expenses relating to the training and certification of enhanced 911 telecommunicators, including emergency medical dispatch programs and quality assurance of emergency medical dispatch programs.

Primary PSAPs, regional PSAPs, and RECCs who transfer 911 calls to a secondary PSAP or limited secondary PSAP may be reimbursed, under the State 911 Department Training Grant, for expenses relating to the training and certification of enhanced 911 telecommunicators located at such secondary PSAP or limited secondary PSAP, except that funding for expenses for EMD training and/or EMD certification of enhanced 911 telecommunicators located at such secondary PSAP will be authorized only for a secondary PSAP serving as the alternate PSAP for a primary PSAP or as a certified EMD resource for a primary PSAP, regional PSAP, or RECC or for a limited secondary PSAP that serves as the certified EMD resource for the applicant.

Except as otherwise expressly noted herein for allowable expenses for administrator backroom training and for attendance at the State 911 Department Dispatch Academy, funding for the State 911 Department Training Grant shall first be used to meet minimum training and certification requirements for enhanced 911 telecommunicators and minimum requirements governing emergency medical dispatch established by the State 911 Department, and funding may be used for other purposes only after funding has been used to meet such requirements. PSAPs are reminded that the State 911 Department training and certification requirements for enhanced 911 telecommunicators include annual continuing education obligations.

B. EMD/Regulatory Compliance Grant

M.G.L. c. 6A, § 18H provides that the State 911 Department shall establish standards requiring PSAPs to have certified emergency medical dispatch personnel or to provide emergency medical dispatch through a certified emergency medical dispatch resource. The State 911 Department has established standards requiring PSAPs to have certified emergency medical dispatch personnel or to provide emergency medical dispatch through a certified emergency medical dispatch resource.

The primary purpose of the State 911 Department EMD/Regulatory Compliance Grant is to reimburse primary PSAPs, regional PSAPs, regional secondary PSAPs, RECCs, and wireless state police PSAPs for allowable expenses relating to emergency medical dispatch services

provided through a certified emergency medical dispatch resource and for allowable expenses for other emergency medical dispatch and quality assurance of emergency medical dispatch services.

In addition, for good cause shown, primary PSAPs, regional PSAPs, regional secondary PSAPs, and RECCs may be eligible for supplemental grant funding through the State 911 Department EMD/Regulatory Compliance Grant for allowable expenses relating to the training and certification of enhanced 911 telecommunicators (and primary PSAPs for allowable expenses relating to the training and certification of enhanced 911 telecommunicators of its secondary PSAP which serves as its alternate), including emergency medical dispatch and quality assurance of emergency medical dispatch programs, not otherwise funded by the State 911 Department Training Grant, in order to meet the minimum training and certification requirements for enhanced 911 telecommunicators and minimum requirements governing emergency medical dispatch established by the State 911 Department.

In order to qualify for such supplemental grant funding under the State 911 Department EMD/Regulatory Compliance Grant, the applicant shall be required to demonstrate, with supporting documentation to the satisfaction of the State 911 Department, as follows:

- (1) good cause why supplemental funding should be awarded (e.g., the applicant seeks funding in order to meet the minimum training and certification requirements for a newly hired enhanced 911 telecommunicator and such expenses could not reasonably have been anticipated; the applicant seeks funding for an increase in a contractual obligation for allowable emergency medical dispatch software that could not reasonably have been anticipated, etc.);
- (2) the applicant has exhausted all funds awarded to the applicant under the State 911 Department Training Grant to meet the minimum training and certification requirements for enhanced 911 telecommunicators and minimum requirements governing emergency medical dispatch established by the State 911 Department, except as otherwise expressly permitted herein;
- (3) the applicant has not used funds awarded to the applicant under the State 911 Department Training Grant for purposes other than to meet the minimum training and certification requirements for enhanced 911 telecommunicators and minimum requirements governing emergency medical dispatch established by the State 911 Department, except as otherwise expressly permitted herein and except if the applicant demonstrates to the satisfaction of the State 911 Department that: a) the applicant used funds awarded to the applicant under the State 911 Department Training Grant for other purposes only after the applicant had first used State 911 Department Training Grant funding to meet such minimum requirements; and b) the applicant could not reasonably have anticipated the expenses for which the applicant seeks funding.

The State 911 Department reserves the right, in its sole discretion, to require, as a condition of awarding supplemental funding under the State 911 Department EMD/Regulatory Compliance Grant, that the applicant shall first exhaust all available grant funding under other State 911 Department grant programs. The State 911 Department reserves the right, in its sole discretion, to adjust the amount awarded as supplemental funding under the State 911 Department EMD/Regulatory Compliance Grant by the amount of available and unexpended funds under other State 911 Department grant programs.

Except as otherwise expressly noted herein for allowable expenses for administrator backroom training and for attendance at the State 911 Department Dispatch Academy no funding will be authorized under the State 911 Department EMD/Regulatory Compliance

Grant unless the applicant has first demonstrated it will exhaust, during this grant funding cycle, all available funding awarded through the State 911 Department Training Grant to meet the minimum requirements established by the State 911 Department.

No funding will be authorized under the State 911 Department Training Grant or the State 911 Department EMD/Regulatory Compliance Grant for expenses relating to EMD training or EMD certification of enhanced 911 telecommunicators at a primary PSAP, regional PSAP, or RECC if the PSAP or RECC provides emergency medical dispatch through a certified EMD resource.

V. Use of Funding

1. Categories of Use of Funds

Grantees may only use grant funds for the purposes indicated below. Use of all grant funding shall be (a) related to the training and certification of enhanced 911 telecommunicators, except as otherwise expressly noted herein for administrator backroom training; (b) related to emergency medical dispatch programs and quality assurance of emergency medical dispatch programs; and (c) approved by the State 911 Department. All wage reimbursements authorized under the Program shall be allocated by the grantee in adherence to applicable collective bargaining agreements. However, the State 911 Department is not bound by or required to adhere to grantee collective bargaining agreements when determining allocations or reimbursements.

A.1. Fees: Funding may be authorized for the expenses of live or online training courses, and certifications/recertifications, 911 accreditation of PSAPs, and quality assurance of EMD, to include applicable vendor fees, registration fees, and instructor fees. Funding may be authorized for membership fees for the following national and industry-recognized professional organizations:

The Association of Public Safety Communications Officials (APCO)
National Emergency Number Association (NENA)

and for membership fees (not to exceed one membership per PSAP or RECC) for the following professional organization:

Massachusetts Communications Supervisors Association (MCSA).

Expenses associated with attendance at conferences will **NOT** be covered, except that funding may be authorized for conference registration fees only (but not for any other expenses associated with attendance) for APCO, NENA, and Navigator conferences. Requests for approval of conference registration fees for conferences other than APCO, NENA, and Navigator conferences, along with a conference agenda (including a list of key speakers), shall be submitted to the State 911 Department at least twenty-one (21) days in advance of the conference. Grantees are advised that failure to obtain prior express **WRITTEN** authorization from the State 911 Department may result in denial of reimbursement of any and all expenses associated with conferences fees for conferences other than APCO, NENA, and Navigator.

A.2. PSAP Leadership Scholarship Program

Funding for the PSAP Leadership Scholarship Program shall be awarded by the State 911 Department in its sole discretion based on selection criteria established by the MCSA to be approved by the State 911 Department. Funding may be awarded for expenses associated with attendance at the 2013 Communications Center Management Program, not to exceed one person per PSAP, for persons who are certified as an enhanced 911 telecommunicator and employed by a primary PSAP, regional PSAP, regional secondary PSAP, or RECC. Expenses may include salary costs (straight time or replacement time, but not both, for classroom time), course fees, airfare, lodging, meals (in accordance with Massachusetts "Redbook"), and other expenses, associated with attendance at the 2013 Communications Center Management Program. To apply for the scholarship, an application shall be submitted to MCSA on or before June 2, 2013. MCSA shall submit nominations to the State 911 Department on or before July 15, 2013. Additional information regarding the PSAP Leadership Scholarship Program is available on the MCSA website at www.ma911.org. In addition, the State 911 Department will support the expenses of a scholarship recipient to attend the Navigator Conference should that person be selected to receive the David Connolly CCM Leadership Award.

B. Personnel Costs: Funding may be authorized to defray the costs of salary enhanced 911 telecommunicator personnel, including enhanced 911 telecommunicators who are emergency communications dispatchers or supervisors. In order to be eligible for such funding, a grantee shall show that the personnel costs to be reimbursed: (1) cover only personnel who are trained and certified as an enhanced 911 telecommunicator in accordance with the requirements of the State 911 Department, or are in the process of obtaining such certification, in accordance with the requirements of the State 911 Department; and (2) except as otherwise approved by the State 911 Department are solely for hours in which funding shall be assigned to specific identified personnel, and the funding shall be applied to the personnel costs associated with such specific identified personnel.

These costs may include: straight time expenses for new hires to meet the minimum training and certification requirements for enhanced 911 telecommunicators and minimum requirements governing emergency medical dispatch established by the State 911 Department, straight time expenses or replacement expenses, but not both, for attendance at the State 911 Department Dispatch Academy, and straight time expenses for part-time and/or reserve employees for participation in Grant-related activities; overtime expenses for participation in Grant-related activities; replacement expenses (straight time for part-time and/or reserve employees, or overtime) for participation in Grant-related activities; and associated fringe benefits and/or indirect costs as applied by a municipality or the Commonwealth. Grantees will be reimbursed for classroom hours and reasonable travel time only, except that, with respect to approved in-house training courses conducted by PSAPs, funding may be authorized for course trainer preparation time. Reimbursement for such course trainer preparation time shall not exceed twenty (20) per cent of the number of course hours and shall be supported by detailed documentation, including but not limited to, a detailed description of the dates, times, and nature of the course trainer preparation activity. Travel time, where applicable, will be verified utilizing a recognized mileage guide such as mapquest.com.

Funding for personnel costs for participation in on-line training courses may be authorized for up to one (1) additional hour per person per year, with supporting documentation from the participant's supervisor.

Administrator Backroom Training: Funding may be authorized for personnel costs for employees of the applicant for administrator backroom training on the use and operation of 911 equipment,

including but not limited to, the operation and use of new digital logging recorders, not to exceed eight (8) hours (which may consist of two (2) four (4) hour classes) per PSAP annually. The grantee shall submit supporting documentation from the PSAP supervisor attesting that the training and hours are for personnel whose job duties include the operation and use of the 911 equipment for which training is sought. No funding for such training will be available under the State 911 Department EMD/Regulatory Compliance Grant. To the extent that the applicant has additional training needs, the State 911 Department will make every effort to conduct on-site training.

Certified enhanced 911 telecommunicators or those persons working toward obtaining such certification for whom reimbursement requests are submitted shall be identified on Appendix D- Personnel Costs. A PSAP may add a certified enhanced 911 telecommunicator or a person working toward such certification following the award of the grant by submitting a request to 911DeptGrants@state.ma.us. Said request shall contain the information noted on Appendix D- Personnel Costs and shall provide documentation of the required certifications received from attendance at courses hosted by an entity other than the State 911 Department. The State 911 Department will review the request and advise, in writing, whether or not the request has been approved.

C. Training Software and Other Products: Funding may be authorized for the purchase, installation, replacement, maintenance, and /or upgrade of software and other products related to the certification and training of enhanced 911 telecommunicators, including but not limited to, call handling guide cards (such as crimes in progress and emergency medical dispatch call handling guides), call handling software, emergency medical dispatch software, skill and ability testing software, and additional related training materials such as books and guides. No funding will be available for equipment, hardware, or internet service. Funding for replacement of training software and other products previously funded under the State 911 Department Grant programs will be authorized only for good cause shown. No funding for EMD software will be available under the EMD/Regulatory Compliance Grant unless the grantee is a regional PSAP or RECC.

If the applicant provides EMD through a certified EMD resource, no funding will be available for emergency medical dispatch software or emergency medical dispatch products at the PSAP or RECC.

All technology or telecommunications related goods or services must be compliant with applicable laws, rules, regulations, and standards. Grantees shall specify that they have referenced www.mass.gov/accessibility, www.access-board.gov, the Massachusetts Architectural Access Board regulations at www.mass.gov/aab, and the Massachusetts Office on Disability standards and best practices at www.mass.gov/mod/ADACoordinators.html to determine what laws, rules, and standards apply and what efforts they have made to ensure specific compliance therewith. Failure to make adequate ascertains of compliance will result in denial of funding for the requested goods or services.

D. Lodging: Funding for lodging expenses may be authorized for participation in training courses that are scheduled for two (2) or more consecutive days and the distance of which is equal to or greater than ninety (90) miles away from where travel originates. Lodging expenses may only be authorized for nights of stay that occur between consecutive training course days, except with the prior WRITTEN approval of the State 911 Department *prior to travel* where (1) travel originates from the Islands of Martha's Vineyard and/or Nantucket; or (2) in cases of

extreme hardship. Travel distance for lodging will be calculated using the place of employment as the origination point and will be verified utilizing a recognized mileage guide such as mapquest.com.

Grantees are advised that failure to obtain prior express WRITTEN authorization from the State 911 Department may result in denial of reimbursement of any and all expenses associated with lodging.

EMD/Regulatory Compliance Grant

E. Certified EMD Resource: Funding may be authorized for emergency medical dispatch services, including quality assurance of emergency medical dispatch, provided through a certified emergency medical dispatch resource. The applicant shall make a best value selection; execute a signed formal, binding agreement or contract with the certified EMD resource; and demonstrate the potential for positive public safety benefits.

F. Other Emergency Medical Dispatch and Quality Assurance of Emergency Medical Dispatch Services: Funding may be authorized for emergency medical dispatch services, including quality assurance of emergency medical dispatch, for the following allowable expenses to meet the minimum requirements governing EMD established by the State 911 Department.

- Personnel costs not eligible for funding under other State 911 Department grant programs for case review of calls requesting medical assistance to identify compliance with the emergency medical dispatch protocol reference system, in accordance with the guidelines of the emergency medical dispatch protocol reference system;
- Personnel costs not eligible for funding under other State 911 Department grant programs for quality assurance evaluation review session in accordance with the guidelines of the emergency medical dispatch protocol reference system;
- Personnel costs not eligible for funding under other State 911 Department grant programs for preparation of reports documenting the quality assurance case review process utilized to identify compliance with the emergency medical dispatch protocol reference system; and
- Fee for EMD medical director review and approval of emergency medical dispatch quality assurance program.

The State 911 Department reserves the right to request documentation that the requested funding represents the best value.

All goods and services shall be received on or before June 30, 2014 to be eligible for reimbursement under the Fiscal Year 2014 State 911 Department Training Grant and EMD/Regulatory Compliance Grant.

2. Training Courses

Funding will be available for training courses as follows: (a) courses, certifications, and training hosted by or offered by the State 911 Department; and (b) courses, certifications, and training directly related to 911 communications hosted by other entities.

A. Training Courses Hosted or Offered By the State 911 Department

The State 911 Department will host or offer the State 911 Department Public Safety Communications Academy, modules, equipment training, emergency medical dispatch training, and other training throughout the grant period (July 1 – June 30). All courses, certifications, and training hosted or offered by the State 911 Department are free of charge. No vendor fees will be charged to participants. Funding may be authorized for reimbursement of personnel costs and lodging expenses, if applicable, to attend academies, modules, equipment courses, certifications, and other training hosted or offered by the State 911 Department. Please visit www.mass.gov/e911 to view a schedule of training classes and programs directly hosted or offered by the State 911 Department.

B. Training Courses Hosted by Entities other than the State 911 Department

Reimbursement may be authorized for personnel costs, vendor fees, and lodging expenses, if applicable, to attend training courses including in-house training courses conducted by PSAPs and individualized “on the job” training, with appropriate documentation from the PSAP supervisor attesting to the training and hours, that are directly related to 911 communications. On the job training may include quality assurance of emergency medical dispatch in order to meet the minimum requirements governing emergency medical dispatch established by the State 911 Department.

The State 911 Department has compiled a listing of courses previously requested by PSAPs and authorized by the Department. All courses found on this list are considered to be approved and no further advance written authorization from the State 911 Department is required. This list is not intended to limit training opportunities but is merely provided as a resource to Grantees. The current list of approved training courses may be found at Appendix B – Current List of Approved Training Courses. Please note that this list is subject to change. Classes may be added or removed by the State 911 Department. As this list of training courses is compiled from requests received from Grantees for training courses, Grantees are encouraged to periodically visit www.mass.gov/e911 for an updated list. Please note this list is not intended to support or promote course providers, it is merely a compilation of courses requested by Grantees and reviewed and approved by the State 911 Department. Only Grantees and not vendors are permitted to submit courses for consideration of approval. The State 911 Department-approved continuing education training opportunities may be found at Appendix C- Continuing Education.

Grantees are encouraged to seek additional training opportunities and submit the sponsor of the course, vendor name, course curriculum, agenda, or syllabus, course location, and course cost to the State 911 Department for approval. Requests for funds for in-house training shall also include the name of the instructor, the credentials of the instructor, and the target audience. Requests for funds for in-house training must be requested each grant cycle, and authorization for such funding for a prior grant cycle does not constitute approval for a subsequent grant cycle. Such requests must be submitted by Grantee’s authorized signatory at least twenty-one (21) days prior to the commencement of the course via email to 911DeptGrants@state.ma.us.

Although the State 911 Department will endeavor to provide authorization or denial of authorization to the PSAP within ten (10) business days of the request, failure of the State 911 Department to respond within such ten (10) business days does not confer authorization. No authorization for reimbursement will be made without the prior express written approval of the State 911 Department.

Grantees are advised that failure to obtain prior express WRITTEN authorization from the State 911 Department for costs associated with any training course that is not listed on the Approved Training Course List may result in denial of reimbursement of any and all costs associated with the training.

VI. Application Process

All applicants shall submit to the State 911 Department one (1) original of the completed application, a fully executed Commonwealth of Massachusetts Contract Authorized Signatory Listing, including notary page(s) and completion of the highlighted areas of the Commonwealth's Standard Contract Form signed by an authorized signatory for the grant.

ALL GRANT APPLICATIONS MUST BE RECEIVED BY THE STATE 911 DEPARTMENT NO LATER THAN 5:00 P.M. ON TUESDAY, APRIL 1, 2014.

The State 911 Department reserves the right, in its sole discretion, to extend the application deadline.

All applications must be signed and submitted by an authorized signatory of the applicant.

All applications must be mailed or hand-delivered to the address below. No applications will be accepted via fax or email.

State 911 Department
 1380 Bay Street, Building C
 Taunton, MA 02780-1088

VII. Grant Review and Selection Process

The State 911 Department staff will review all applications and make selection recommendations to the Executive Director or his designee. The State 911 Department staff will use its best efforts to review grant applications and to take the following action within fifteen (15) business days of receipt of the grant application: 1) request additional information from the applicant in the event that the grant application is not complete; 2) recommend approval of the grant; or 3) recommend denial of the grant. If the State 911 Department staff determines, based upon its review of the grant application, that the grant application is not complete, the State 911 Department will notify the applicant by telephone and/or e-mail of the need to provide additional information and will notify the applicant that such additional information shall be provided to the State 911 Department staff. If the applicant fails to provide the requested information necessary to complete the application, the State 911 Department may consider the application closed and

return the application to the applicant. If the application is closed and returned to the applicant, the applicant may resubmit the application, in which case the application will be considered a new application, and the review period will begin again.

Any denial of a grant application, in whole or in part, may be appealed to the Executive Director, or his designee, with supporting documentation. The Executive Director will use his best efforts to respond to the appeal within five (5) business days. All decisions of the Executive Director for selecting applicants for the State 911 Department Training Grant and EMD/Regulatory Compliance Grant are final.

The State 911 Department reserves the right, in its sole discretion, to extend any of the above processing timelines.

Adherence to the conditions detailed within the grant application package and other factors will be considered. These factors include:

- A reasonable and properly completed application; and
- Applicant's adherence to Grant Guidelines and Reporting Requirements.

VIII. Grant Funding Process

After contract execution, the grantee is permitted to move amounts between approved categories for approved items without requesting prior approval from the State 911 Department.

Budget modifications and/or reallocating funding to a category and/or item not previously approved shall be subject to the prior written approval of the State 911 Department, and such approval shall be sought and obtained PRIOR to implementation of such reallocation or new budget items/expenses.

Budget modification forms can be found at www.mass.gov/e911. This form should be completed, signed by an authorized signatory and forwarded along with a brief narrative explaining the requested changes. Budget modifications along with requested narrative and quotes (if applicable) MUST be mailed to:

State 911 Department
1380 Bay Street, Building C
Taunton, MA 02780-1088

Although the State 911 Department will endeavor to provide authorization or denial of authorization to the PSAP or RECC within ten (10) business days of the request, failure of the State 911 Department to respond within such ten (10) business days does not confer authorization. No authorization for reimbursement will be made without the prior express written approval of the State 911 Department.

Grantees are strongly encouraged to submit final, year-end budget modification requests on or before May 15, 2014.

- All funding is subject to the availability of funds.

- Grantees shall maintain and retain accounting and other records of Grant-related information as required by applicable state and local laws and regulations. Such records shall be subject to examination, audit and inspection by the State 911 Department and/or any other federal, state, or local agency that has appropriate jurisdictional authority.
- The State 911 Department reserves the right to withhold future grant funding and/or disqualify grantee from participating in future grant awards if any grant funds received by the grantee are not properly accounted for or if the grantee fails to meet reporting requirements, including without limitation, reporting and/or certification requirements set forth in regulations and/or standards established by the State 911 Department.
- The State 911 Department may reimburse grantees for allowable expenses associated with fees incurred for training commenced but not completed during Fiscal Year 2014 (e.g., fees associated with long-term courses or 911 PSAP accreditation commenced but not completed during Fiscal Year 2014). Upon completion of such training, the grantee shall be required to provide the State 911 Department with proof of successful completion of such training, and the State 911 Department reserves the right to withhold future grant funding for the amount reimbursed if the grantee fails to provide proof of successful completion of such training.
- Funding of reimbursement requests received more than six (6) months after the close of the fiscal year under which the costs were incurred cannot be guaranteed.
- State Agencies: In compliance with Massachusetts finance law, funds may be disbursed upon execution of an intergovernmental service agreement (“ISA”) for state agencies hosting a PSAP. State agencies shall be required to submit the same level of documentation as detailed in Section VIII “Grant Funding Process” subsection A “Reimbursement for Expenses Incurred.” Failure to submit documentation in compliance with these grant guidelines may result in suspension or cancellation of the ISA and/or delays in future funding. Expenses identified by the State 911 Department as ineligible under this grant shall be removed from the child account within ten (10) business days of receipt of notification of ineligible expenses.

Upon completion of the grant review and selection process, the State 911 Department will enter into contracts with approved applicants. After contract execution, the grantee can begin incurring costs and seeking reimbursement from the State 911 Department. The State 911 Department will not reimburse for costs incurred prior to the contract effective date.

The State 911 Department staff will review all reimbursement requests and make selection recommendations to the Executive Director or his designee. The State 911 Department will e-mail the grantee an acknowledgment of receipt of grant reimbursement requests (if the e-mail address has been provided by the grantee on the grant reimbursement form). The State 911 Department staff will use its best efforts to review reimbursement requests and take the following action within twenty (20) business days of receipt of the reimbursement request: 1) request additional information in the event that the reimbursement request is not complete; 2) recommend approval, in full or in part, of the reimbursement request; or 3) recommend denial of the reimbursement request. If the State 911 Department staff determines, based upon its review of the reimbursement request, that the reimbursement request is not complete, the State 911 Department will within twenty (20) business days notify the grantee (or the specific person that prepared the reimbursement request) by telephone and/or e-mail of the need to provide additional information and will notify the grantee that such additional

information shall be provided to the State 911 Department staff within ten (10) business days in order to complete the reimbursement request. If the grantee fails to provide the requested information necessary to complete the reimbursement request within ten (10) business days of the request by the State 911 Department, the State 911 Department will take the following action: 1) process the reimbursement request to the extent practicable; or 2) consider the reimbursement request closed and return the reimbursement request to the grantee. If the reimbursement request is closed and returned to the grantee, the grantee may resubmit the reimbursement request, in which case the reimbursement request will be considered a new reimbursement request, and the review period will begin again.

The State 911 will provide a letter of explanation with all reimbursement requests that are returned to a grantee. The State 911 Department will also notify, via e-mail, the authorized signatory(ies) for a grantee of all payments processed. In the event that a payment is processed for an amount less than that requested, the reason(s) for such reduction will be noted in the aforementioned e-mail notification.

Any denial of a reimbursement request, in whole or in part, may be appealed to the Executive Director, or his designee, with supporting documentation. The Executive Director will use his best efforts to respond to the appeal within five (5) business days. All decisions of the Executive Director for reimbursement requests under the State 911 Department Training Grant and State 911 Department EMD/Regulatory Compliance Grant are final.

The State 911 Department reserves the right, in its sole discretion, to extend any of the above processing timelines.

All State 911 Department Training Grant and State 911 Department EMD/Regulatory Compliance Grant reporting forms will be made available at www.mass.gov/e911. Reimbursement forms shall be signed by grantee's authorized signatory and submitted to the State 911 Department by mail. Electronic signatures or fax copies of these forms will not be accepted. Please be sure to notify your Municipal Treasurer's/Finance Office as all payments will be issued to that office.

A. Reimbursement for Expenses Incurred

After contract execution, the grantee can incur costs and seek reimbursement from the Department. Approval of reimbursement at the time of contract execution is conditional on the reasonableness of the request and adequacy of documentation at the time funds are to be disbursed.

Reimbursement requests should be submitted to the Department within thirty (30) days of the date on which the cost is incurred. Failure to submit requests within the noted timeframe may result in a delay of the funding process as detailed above. Reimbursement requests must include expenditure and activity reports as well as supporting documentation, including but not limited to, copies of receipts, proof of payment and/or payroll records. PSAPs should be advised the Department is unable to guarantee funding for reimbursement requests received more than six (6) months after the close of the fiscal year under which costs were incurred.

For personnel costs, proof of payment shall include the individual name, pay period, pay date, rate of pay, number of hours paid and the total amount paid. As an example, the supporting documentation may be a copy of the payroll register/report from the city or town or copies of pay

advices for the employee. Please note the payroll register/report does not need to segregate the "grant" costs, it simply needs to show payment to the individual for at least the amount of the requested reimbursement. In addition, proof of course completion and/or conference attendance is required for reimbursement of personnel expenses.

For vendor payments, proof of payment shall include the check/electronic funds transfer ("eft") number, the date of payment, the vendor name, and the amount of payment. As an example, the supporting documentation may be a copy of the check, cancelled check, check warrant report or a general ledger report. If the amount of the check is greater than the amount being requested, a breakdown of the payment should be provided to properly support the costs being requested. In addition, proof of course completion and/or conference attendance is required for reimbursement of vendor fees.

All State 911 Department Program reimbursement forms will be made available at www.mass.gov/e911. Reimbursement forms must be signed by an authorized signatory and submitted to the Department by mail. Electronic signatures or fax copies of these forms will not be accepted. Failure to comply with reporting requirements may result in non-reimbursement of funds or suspension of a grant award. Please be sure to notify your Municipal Treasurer's/Finance Office as all payments will be issued to that office.

B. Release of Funding to Grantees for Anticipated Expenditures

The Department recognizes that grantees may have budget limitations that do not permit them to make significant purchases without adequate funds already in place. Therefore, the Department may disburse grant funds for anticipated expenditures as detailed below.

- Training Software and Other Products and Certified EMD Resource: Upon request of the grantee, anticipated expenditures may qualify for a disbursement of grant funds when the good/service is: (1) an approved budget item; (2) complies with all applicable purchasing policy, procedures, and regulations; (3) goods/services have been received/rendered (unless the contract with a certified EMD resource requires otherwise); and (4) a valid invoice from the vendor documenting receipt of the goods/services is produced. Documentation, including but not limited to, bid documents (where applicable), product information, shipping documents and additional pertinent and available information will be required prior to release of funds. Additional documentation, including but not limited to, proof of payment and other pertinent and available documentation shall be submitted to the State 911 Department within fifteen (15) days of issuance of payment by the grantee to the vendor. The State 911 Department reserves the right to withhold future disbursements to a grantee who fails to comply with reporting requirements.

IX. Assistance

A sample application form is posted on the State 911 Department website at www.mass.gov/e911.

For assistance please contact the State 911 Grant Specialist, Marilyn Godfrey at 508-821-7299 or 911DeptGrants@state.ma.us.

For additional assistance, please refer to the following State 911 Department contact list:

Name	Resource	Contact Number	E-Mail
Marilyn Godfrey	Questions regarding application process, budget modifications	508-821-7299	911DeptGrants@state.ma.us
Vicki Goetz	Questions regarding supporting documentation for reimbursements	508-821-7211	Vicki.Goetz@state.ma.us
Michelle Hallahan	Questions regarding eligibility and process for reimbursements	508-821-7216	Michelle.Hallahan@state.ma.us
	Adding Enhanced 9-1-1 telecommunicators to a grant after contract award		911DeptGrants@state.ma.us
	Requesting approval of a training course/in-house training		911DeptGrants@state.ma.us
Christopher Markunas	Questions regarding certification as a certified emergency medical dispatch resource	508-821-7301	Christopher.Markunas@state.ma.us
Monna Wallace	Questions regarding training, certification, and compliance with 560 CMR 5.00	508-821-7220	Monna.Wallace@state.ma.us
Cathy Rodriguez	Questions regarding training scheduling and training opportunities	508-821-7217	Cathy.Rodriguez@state.ma.us
Venus Wheeler	Questions regarding training scheduling and training opportunities	508-821-7201	Venus.Wheeler@state.ma.us

All applications shall be submitted to:

State 911 Department
 1380 Bay Street, Building C
 Taunton, MA 02780

State 911 Department Grant Application Checklist**Checklist:**

- Signed and Dated Training Grant and EMD/Regulatory Compliance Grant Application Page
- Completed Training Grant Budget Worksheet
- Completed EMD/Regulatory Compliance Grant Budget Worksheet, if applicable
- Completed EMD/Regulatory Compliance Grant Narrative Worksheet, if applicable
- Completed Appendix D – Personnel Costs
- Completed Authorized Signatory Listing Page
- Completed and Notarized Proof of Authentication of Signature Page
- Signed and Dated Standard Contract Page

FY2014 Training Grant and EMD/Regulatory Compliance Grant

1.	Name of Municipality Address City/Town/Zip Website	<u>City of Gloucester Police Department</u> <u>197 Main Street</u> <u>Gloucester MA 01930</u> <hr/> <u>www.gloucester-ma.gov</u>
2.	Name of Applicant (PSAP) Name/Title of Authorized Signatory Address (if different from above) Telephone Number Fax Number Email Address	<u>Leonard Campanello, Chief of Police</u> <hr/> <u>978-281-9775</u> <u>978-282-3026</u> <u>lcampanello@gloucester-ma.gov</u>
3.	Contact Name/Title for Grant Questions Telephone Number Fax Number Email Address	<u>Stacie Couture, Financial Coordinator</u> <u>978-281-9775 ext. 2</u> <u>978-282-3026</u> <u>scouture@gloucester-ma.gov</u>
4.	Total State 911 Department Training Grant funds (not to exceed total amount allocated to PSAP). Total State 911 Department EMD/Regulatory Compliance Grant funds <div style="text-align: right;">Total</div>	<u>\$ 14,354</u> <hr/> <u>\$136,801.92</u> <u>\$151,155.92</u>

5. Applicant meets the EMD requirements established by the State 911 Department as follows: (choose one)

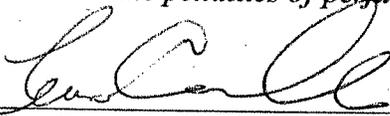
<input checked="" type="checkbox"/> Provide EMD utilizing in-house certified emergency medical dispatchers. Please indicate EMD protocol being utilized. (Select One Only) <input type="checkbox"/> APCO <input type="checkbox"/> PowerPhone <input checked="" type="checkbox"/> Priority Dispatch
--

OR

<input type="checkbox"/> Provide EMD through a Certified EMD Resource: Name of Certified EMD Resource: _____ Please indicate EMD protocol being utilized. (Select One Only) <input type="checkbox"/> APCO <input type="checkbox"/> PowerPhone <input type="checkbox"/> Priority Dispatch

Sign below to acknowledge having read and agreed to the grant conditions and reporting requirements listed in the application packet.

Signed under the penalties of perjury this 12th day of September, 2013.



Original Signature of Authorized Signatory (Blue Ink)

FY 14 TRAINING GRANT BUDGET WORKSHEET

CATEGORY	AMOUNT	NARRATIVE DESCRIPTION OF WHAT FUNDING WILL BE USED FOR AND IDENTIFICATION OF TYPES OF TRAINING
A. FEES	\$	
B. 1. Personnel Costs *Please complete Appendix D	\$ <u>14,354</u>	<u>Eligible personnel costs for new hire training and or/continuing education required for EMD certification and compliance.</u>
B 2. Fringe and/or Indirect Costs associated with Personnel Costs	\$	Attach documentation supporting fringe and/or indirect cost rates and/or charges, if applying for funding under this category.
C. Training Software and Other Products	\$	
D. Lodging	\$	
TOTAL	\$ <u>14,354</u>	

In order to receive reimbursement for allowable expenses relating to EMD and/or Quality Assurance of EMD programs, the applicant shall select and use a single EMD certification organization and a single EMDPRS.

Except as otherwise expressly noted herein for allowable expenses for administrator backroom training and for attendance at the State 911 Department Dispatch Academy, funding for the State 911 Department Training Grant shall first be used to meet minimum training and certification requirements for enhanced 911 telecommunicators and minimum requirements governing emergency medical dispatch established by the State 911 Department, and funding may be used for other purposes only after funding has been used to meet such requirements.

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FY 14 EMD/REGULATORY COMPLIANCE GRANT BUDGET WORKSHEET

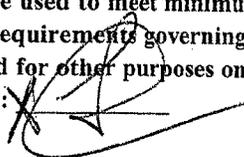
Grant applicants seeking supplemental funding under the State 911 Department EMD/Regulatory Compliance Grant shall

CATEGORY	AMOUNT	NARRATIVE DESCRIPTION OF WHAT FUNDING WILL BE USED FOR AND IDENTIFICATION OF TYPES OF TRAINING
A. FEES	<u>\$9,000</u>	<u>Fifteen 4 hour sessions for a total of 60 hours. Provide comprehensive review of EMD protocol.</u>
B. 1. Personnel Costs *Please complete Appendix D	<u>\$105,649.38</u>	<u>Overtime and backfill for full time and straight time costs for part time participants attending State 911 approved 16 hours of continuing education, EMD certification/recertification, future new hires and Quality Assurance Improvement completed by 2 Sergeants and 2 Lieutenants on OT completing 25 calls per week.</u>
B 2. Fringe and/or Indirect Costs associated with Personnel Costs	<u>\$19,611.54</u>	<u>Attach documentation supporting fringe and/or indirect cost rates and/or charges, if applying for funding under this category.</u>
C. Training Software and Other Products	<u>\$2,541</u>	<u>Yearly maintenance on Priority Dispatch Software.</u>
D. Lodging	\$	
E. Certified EMD Resource	\$	
F. Other Emergency Medical Dispatch and Quality Assurance of Emergency Medical Dispatch Services		
TOTAL	<u>\$ 136,801.92</u>	

complete a project narrative. Applicants shall state good cause why supplemental funding should be awarded (e.g., training/certification of unanticipated new hire; unanticipated increase in contractual obligation, etc.) and shall include any and all additional information that further supports the request for such supplemental funding. (i.e., spreadsheet/worksheet attachment).

Except as otherwise expressly noted herein for allowable expenses for administrator backroom training and for attendance at the State 911 Department Dispatch Academy, funding for the State 911 Department Training Grant

shall first be used to meet minimum training and certification requirements for enhanced 911 telecommunicators and minimum requirements governing emergency medical dispatch established by the State 911 Department, and funding may be used for other purposes only after funding has been used to meet such requirements.

Initial Here: 

CONTRACTOR LEGAL NAME: City of Gloucester Police Department (and d/b/a):		COMMONWEALTH DEPARTMENT NAME: State 911 Department MMARS Department Code: EPS	
Legal Address: (W-9, W-4, T&C) 197 Main Street Gloucester, MA 01930		Business Mailing Address: 1380 Bay Street, Building C, Taunton, MA 02780	
Contract Manager: Chief Leonard Campanello		Billing Address (if different):	
E-Mail: lcampanello@gloucester-ma.gov		Contract Manager: Marilyn Godfrey	
Phone: 978-281-9775	Fax: 978-282-3026	E-Mail: 911DeptGrants@state.ma.us	
Contractor Vendor Code: VC6000192096		Phone: 508-821-7299	Fax: 508-828-2585
Vendor Code Address ID (e.g. "AD001"): AD 001 (Note: The Address ID must be set up for EFT payments.)		MMARS Doc ID(s): CT GRNT	
RFR/Procurement or Other ID Number: FY2014 GRNT			
<input checked="" type="checkbox"/> NEW CONTRACT PROCUREMENT OR EXCEPTION TYPE: (Check one option only) <input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department) <input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget) <input checked="" type="checkbox"/> Department Procurement (includes State or Federal grants 815 CMR 2.00) (Attach RFR and Response or other procurement supporting documentation) <input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, budget) <input type="checkbox"/> Contract Employee (Attach Employment Status Form, scope, budget) <input type="checkbox"/> Legislative/Legal or Other: (Attach authorizing language/justification, scope and budget)		<input type="checkbox"/> CONTRACT AMENDMENT Enter Current Contract End Date Prior to Amendment: _____, 20____ Enter Amendment Amount: \$ _____ (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of Amendment changes.) <input type="checkbox"/> Amendment to Scope or Budget (Attach updated scope and budget) <input type="checkbox"/> Interim Contract (Attach justification for Interim Contract and updated scope/budget) <input type="checkbox"/> Contract Employee (Attach any updates to scope or budget) <input type="checkbox"/> Legislative/Legal or Other: (Attach authorizing language/justification and updated scope and budget)	
The following COMMONWEALTH TERMS AND CONDITIONS (T&C) has been executed, filed with CTR and is incorporated by reference into this Contract. <input checked="" type="checkbox"/> Commonwealth Terms and Conditions <input type="checkbox"/> Commonwealth Terms and Conditions For Human and Social Services			
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00. <input type="checkbox"/> Rate Contract (No Maximum Obligation. Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <input checked="" type="checkbox"/> Maximum Obligation Contract Enter Total Maximum Obligation for total duration of this Contract (or <i>new</i> Total if Contract is being amended). \$ _____			
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days ___% PPD; Payment issued within 15 days ___% PPD; Payment issued within 20 days ___% PPD; Payment issued within 30 days ___% PPD. If PPD percentages are left blank, identify reason: <input checked="" type="checkbox"/> agree to standard 45 day cycle <input type="checkbox"/> statutory/legal or Ready Payments (G.L. c. 29, § 23A); <input type="checkbox"/> only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) For disbursement of funds under the State 911 FY2014 Department Training and Emergency Medical Dispatch Grant as authorized and awarded in compliance with program guidelines and grantee's approved application.			
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: <ol style="list-style-type: none"> 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date. 2. may be incurred as of _____, 20____, a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date. 3. were incurred as of _____, 20____, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations. 			
CONTRACT END DATE: Contract performance shall terminate as of <u>June 30, 2014</u> , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.			
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor makes all certifications required under the attached Contractor Certifications (incorporated by reference if not attached hereto) under the pains and penalties of perjury, agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions , this Standard Contract Form including the Instructions and Contractor Certifications , the Request for Response (RFR) or other solicitation, the Contractor's Response, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07, incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.			
AUTHORIZING SIGNATURE FOR THE CONTRACTOR: X:  Date: <u>9/12/13</u> (Signature and Date Must Be Handwritten At Time of Signature)		AUTHORIZING SIGNATURE FOR THE COMMONWEALTH: X: _____ Date: _____ (Signature and Date Must Be Handwritten At Time of Signature)	
Print Name: <u>Leonard Campanello</u> Print Title: <u>Chief of Police</u>		Print Name: <u>Frank Pozniak</u> Print Title: <u>Executive Director</u>	

FY 2014

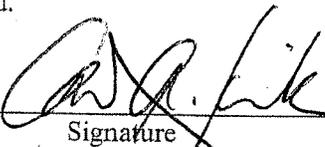
INSTRUCTIONS: Any Contractor (other than a sole-proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor's behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor's authorized signatory, and not by a representative, designee or other individual.)

NOTICE: *Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.*

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

AUTHORIZED SIGNATORY NAME	TITLE
Carolyn Kirk	Mayor

I certify that I am the President, Chief Executive Officer, Chief Fiscal Officer, Corporate Clerk or Legal Counsel for the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution below and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor's employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.



 Signature

Date: 9/12/13

Title: Mayor Carolyn Kirk

Telephone: 978-281-9700

Fax: 978-281-9738

Email: ckirk@gloucester-ma.gov

[Listing can not be accepted without all of this information completed.]
 A copy of this listing must be attached to the "record copy" of a contract filed with the department.

PROOF OF AUTHENTICATION OF SIGNATURE

This page is optional and is available for a department to authenticate contract signatures. It is recommended that Departments obtain authentication of signature for the signatory who submits the Contractor Authorized Listing.3

This Section MUST be completed by the Contractor Authorized Signatory in presence of notary.

Signatory's full legal name (print or type):

Title:

X *[Handwritten Signature]*

Signature as it will appear on contract or other document (Complete only in presence of notary):

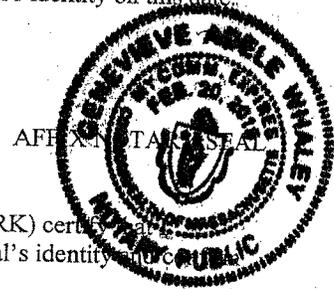
AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:

ESSEX COUNTY, MASSACHUSETTS

I, *[Handwritten Signature]* (NOTARY) as a notary public certify that I witnessed the signature of the aforementioned signatory above and I verified the individual's identity on this date:

SEPTEMBER 12, , 20 13

My commission expires on: FEBRUARY 20, 2015



I, _____ (CORPORATE CLERK) certify that I witnessed the signature of the aforementioned signatory above, that I verified the individual's identity and the individual's authority as an authorized signatory for the Contractor on this date:

_____, 20 _____

AFFIX CORPORATE SEAL

Appendix A - Eligible Award Amounts by PSAP

ENTITY	Remaining Grant Allocation
ABINGTON	\$10,000
ACTON	\$10,748
ACUSHNET	\$10,000
ADAMS	\$10,000
AGAWAM	\$16,297
AMESBURY	\$10,000
AMHERST	\$17,600
ANDOVER	\$16,800
ARLINGTON	\$20,092
ASHBURNHAM	\$10,000
ASHBY	\$10,000
ASHLAND	\$10,000
ATHOL	\$10,000
ATTLEBORO	\$21,861
AUBURN	\$10,000
AVON	\$10,000
AYER	\$10,000
BARNSTABLE (Town of)	\$34,384
BARNSTABLE COUNTY	\$56,348
BEDFORD	\$10,000
BELCHERTOWN	\$10,000
BELLINGHAM	\$10,000
BELMONT	\$11,364
BERKLEY	\$10,000
BERKSHIRE COUNTY	\$18,265
BERLIN	\$10,000
BEVERLY	\$20,350
BILLERICA	\$19,529
BLACKSTONE	\$10,000
BOLTON	\$10,000
BOSTON	\$660,262
BOURNE	\$11,911
BOXBOROUGH	\$10,000
BOXFORD	\$10,000
BOYLSTON	\$10,000
BRAINTREE	\$20,523
BRIDGEWATER	\$12,554
BROCKTON	\$67,990
BROOKLINE	\$29,970
BURLINGTON	\$14,306
CAMBRIDGE	\$65,774
CANTON	\$11,751
CARLISLE	\$10,000
CARVER	\$10,000
CHARLTON	\$10,000
CHELMSFORD	\$16,821
CHELSEA	\$27,784
CHICOPEE	\$35,850
CLINTON	\$10,000

ENTITY	Training Grant Allocation
CONCORD	\$10,000
DALTON	\$10,000
DANVERS	\$15,938
DARTMOUTH	\$19,132
DEDHAM	\$14,684
DENNIS	\$10,148
DIGHTON	\$10,000
DOUGLAS	\$10,000
DOVER	\$10,000
DRACUT	\$13,984
DUDLEY	\$10,000
DUKES COUNTY	\$10,000
DUXBURY	\$10,000
EAST BRIDGEWATER	\$10,000
EAST LONGMEADOW	\$10,000
EASTHAM	\$10,000
EASTHAMPTON	\$10,000
EASTON	\$10,782
ESSEX COUNTY RECC	\$10,000
EVERETT	\$26,134
FAIRHAVEN	\$10,000
FALL RIVER	\$63,927
FITCHBURG	\$26,285
FOXBOROUGH	\$10,000
FRAMINGHAM	\$40,519
FRANKLIN	\$14,560
FREETOWN	\$10,000
GARDNER	\$11,382
GEORGETOWN	\$10,000
GLoucester	\$17,362
GRAFTON	\$10,000
GRANBY	\$10,000
GREAT BARRINGTON	\$10,000
GREENFIELD	\$12,361
GROTON	\$10,000
GROVELAND	\$10,000
HADLEY	\$10,000
HALIFAX	\$10,000
HAMILTON	\$10,000
HAMPDEN	\$10,000
HANOVER	\$10,000
HANSON	\$10,000
HARVARD	\$10,000
HAVERHILL	\$35,344
HOLBROOK	\$11,711
HOLDEN	\$10,000
HOLLISTON	\$10,000
HOLYOKE	\$30,648
HOPKINTON	\$10,000
HUDSON	\$10,000
IPSWICH	\$10,000

ENTITY	Funding Grant Allocation
KINGSTON	\$10,000
LAKEVILLE	\$10,000
LANCASTER	\$10,000
LAWRENCE	\$52,659
LEE	\$10,000
LEICESTER	\$10,000
LEOMINSTER	\$22,902
LEXINGTON	\$15,347
LINCOLN	\$10,000
LITTLETON	\$10,000
LONGMEADOW	\$10,000
LOWELL	\$64,451
LUDLOW	\$11,028
LYNN	\$64,669
LYNN REGIONAL SECONDARY	\$38,942
LYNNFIELD	\$10,000
MALDEN	\$33,863
MANCHESTER	\$10,000
MANSFIELD	\$11,155
MARBLEHEAD	\$10,000
MARION	\$10,000
MARLBOROUGH	\$21,180
MARSHFIELD	\$12,973
MATTAPOISETT	\$10,000
MAYNARD	\$10,000
MEDFIELD	\$10,000
MEDFORD	\$29,456
MEDWAY	\$10,000
MELROSE	\$12,592
MENDON	\$10,000
MERRIMAC	\$10,000
METHUEN	\$25,553
MIDDLEBORO	\$12,592
MIDDLETON	\$10,000
MILFORD	\$15,065
MILLBURY	\$10,000
MILLIS	\$10,000
MILTON	\$13,528
MONSON	\$10,000
MONTAGUE	\$10,000
NAHANT	\$10,000
NANTUCKET	\$10,000
NASHOBA VALLEY RDD	\$10,000
NATICK	\$17,535
NEEDHAM	\$14,028
NEW BEDFORD	\$75,886
NEW BRAintree MSP	\$13,471
NEWBURY	\$10,000
NEWBURYPORT	\$10,000
NEWTON	\$45,341
NORFOLK	\$10,000

ENTITY	Funding Grant Allocation
NORTH ADAMS	\$10,109
NORTH ANDOVER	\$14,319
NORTH ATTLEBOROUGH	\$13,456
NORTH READING	\$10,000
NORTHAMPTON	\$18,620
NORTHBOROUGH	\$10,000
NORTHBRIDGE	\$10,000
NORTON	\$10,000
NORWOOD	\$16,392
OXFORD	\$10,000
PALMER	\$10,000
PAXTON	\$10,000
PEABODY	\$27,589
PEMBROKE	\$10,000
PEPPERELL	\$10,000
PITTSFIELD	\$32,933
PLAINVILLE	\$10,000
PLYMOUTH	\$30,506
PRINCETON	\$10,000
PROVINCETOWN	\$10,000
QUINCY	\$53,660
RANDOLPH	\$17,484
RAYNHAM	\$10,000
READING	\$11,521
REHOBOTH	\$10,000
REVERE	\$32,021
ROCHESTER	\$10,000
ROCKLAND	\$10,000
ROCKPORT	\$10,000
ROWLEY	\$10,000
RUTLAND	\$10,000
SALEM	\$25,452
SALISBURY	\$10,000
SANDWICH	\$10,889
SAUGUS	\$15,515
SCITUATE	\$10,000
SEEKONK	\$10,000
SHARON	\$10,000
SHELBURNE FALLS MSP	\$23,607
SHERBORN	\$10,000
SHIRLEY	\$10,000
SHREWSBURY	\$17,319
SOMERSET	\$10,000
SOMERVILLE	\$41,310
SOUTH HADLEY	\$10,000
SOUTH SHORE RECC	\$28,213
SOUTHAMPTON	\$10,000
SOUTHBOROUGH	\$10,000
SOUTHBRIDGE	\$10,000
SOUTHWICK	\$10,000
SPENCER	\$10,000

ENTITY	Remaining Grant Allocation
SPRINGFIELD	\$145,291
STERLING	\$10,000
STONEHAM	\$10,911
STOUGHTON	\$14,261
STOW	\$10,000
STURBRIDGE	\$10,000
SUDBURY	\$10,000
SUTTON	\$10,000
SWANSEA	\$10,000
TAUNTON	\$35,307
TEMPLETON	\$10,000
TEWKSBURY	\$15,426
TOPSFIELD	\$10,000
TOWNSEND	\$10,000
TRURO	\$10,000
TYNGSBOROUGH	\$10,000
UPTON	\$10,000
UXBRIDGE	\$10,000
WAKEFIELD	\$12,464
WALPOLE	\$11,433
WALTHAM	\$33,560
WARE	\$10,000
WAREHAM	\$13,679
WARREN	\$10,000
WATERTOWN	\$16,941
WAYLAND	\$10,000
WEBSTER	\$10,608
WELLESLEY	\$13,166
WEST BOYLSTON	\$10,000
WEST BRIDGEWATER	\$10,000
WEST NEWBURY	\$10,000
WEST SPRINGFIELD	\$20,542
WESTBOROUGH	\$10,286
WESTFIELD	\$22,655
WESTFORD	\$10,000
WESTMINSTER	\$10,000
WESTON	\$10,000
WESTPORT	\$10,000
WESTWOOD	\$10,000
WEYMOUTH	\$29,341
WILBRAHAM	\$10,000
WILLIAMSTOWN	\$10,000
WILMINGTON	\$11,159
WINCHENDON	\$10,000
WINCHESTER	\$10,000
WINTHROP	\$10,000
WOBURN	\$22,002
WORCESTER	\$144,046
WRENTHAM	\$10,000
YARMOUTH	\$15,897

Appendix B - Current List of Approved Training Courses

The State 911 Department has compiled a listing of courses previously requested by PSAPs and authorized by the Department. All courses found on this list are considered to be approved and no further advance written authorization from the State 911 Department is required. This list is not intended to limit training opportunities but is merely provided as a resource to Grantees. Please note that this list is subject to change. As this list of training courses is compiled from requests received from Grantees for training courses, Grantees are encouraged to periodically visit www.Mass.Gov/E911 for an updated list. Please note this list is not intended to support or promote course providers, it is merely a compilation of courses requested by Grantees and reviewed and approved by the State 911 Department. Only Grantees and not vendors are permitted to submit courses for consideration of approval. Grantees are encouraged to seek other training opportunities and submit the sponsor of the course; vendor name; course curriculum, agenda, or syllabus; course location; and course cost to the State 911 Department for approval by e-mailing request to: 911DeptGrants@state.ma.us.

	Provided By
911 Call-Taker Legal Issues	Hanrahan Consulting
911 - The Call Starts with You!	Municipal Police Institute
911 Emergency Dispatch Seminar	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
911 Emergency Dispatch 2-Day Seminar	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
911 Emergency Dispatching : 209A Issues	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
911 Emergency Dispatching: Constitutional Law 2013	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
911 Emergency Dispatching : CORI & Public Records	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
911 Emergency Dispatching : Disclosing HIV & AIDS Info	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
911 Emergency Dispatching : HIPAA Issues	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
911 Emergency Dispatch: Legal Aspects and Coordination of an Arson Investigation: Polices & Procedures	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
911 Emergency Dispatching : Liability Issues	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
911 Emergency Dispatching: MA Terrorism Act - Update 2010	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
911 Emergency Dispatching : Testifying	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
911 Emergency Dispatching : Weapons	PowerPhone, Inc. / The Public Safety Group / Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)

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911 Liability	PowerPhone, Inc. / The Public Safety Group / Success Communications / Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
911 Supervision	PowerPhone, Inc.
911 Supervision Leading Teams in a Crisis	PowerPhone, Inc.
911 Supervisor Training	PowerPhone, Inc.
Active Shooter	APCO / Profile Evaluations, Inc. (PEI) / SRR Training / The Public Safety Group
Active Shooting Incidents	PowerPhone, Inc.
Active Shooter Incidents for Public Safety Communications	APCO
Active Shooting Response	PowerPhone, Inc.
Advanced Crisis Communications Strategies for Public Safety Communications Supervisors	MEMA
Advanced ECO: Hostage/Crisis Negotiations for Emergency Communications Officers	SRR Training
Advanced ECO: "Kickin' the Blues", Managing ECO Stress	SRR Training
Advanced ECO: The 10 Most Unwanted - An Instructor's Guide to Student Management	SRR Training
Advanced Emergency Medical Dispatch Certification	PowerPhone, Inc. / Priority Dispatch Corporation
Advanced Fire Service Dispatch	PowerPhone, Inc.
Advanced Law Enforcement Dispatch	PowerPhone, Inc.
Advanced Public Safety Dispatch	PowerPhone, Inc.
Anger Management	Success Communications, Inc.
Anti-Terrorism Intelligence Awareness Training Program	Department of Homeland Security, Federal Law Enforcement Training Center
AQUA Training	Priority Dispatch Corporation
BAPERN Training for 911 Dispatchers (4 hours)	Great Boston Police Council
Basic Critical Incident Response	Municipal Police Institute
Basic Fire Communications	The Public Safety Group
Breeding Success in your Training Program	The Public Safety Group
Building for Excellence: Management and Leadership Tools for 911 Professionals	Profile Evaluations, Inc. (PEI) / The Public Safety Group
Challenging Callers - Communicating with Children, the Elderly and the Mentally-Impaired	Profile Evaluations, Inc. (PEI)
Civilian Dispatcher: Essential Training for Enhanced Effectiveness	Law Enforcement Dimensions (John Sofis Scheft, Esq.)
Communication Center Liability	The Public Safety Group
Communication Center Management - 5 day course	Municipal Police Institute
Communication Center Manager	APCO / The Public Safety Group
Communications Center Supervisor	APCO/ The Public Safety Group
Communications for Responders	APCO

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Communications Training Officer	APCO / First Contact 911 / LLC / The Public Safety Group / Public Safety Training Consultants
Communications Training Officer Certification 3 days/24hours	SRR Training
Communications Training Officer Instructor	APCO
Communications Training Professional	Profile Evaluations, Inc. (PEI) and The Public Safety Group
Complacency - Cannibalism & Critical Thinking	Public Safety Training Consultants
Complete Dispatcher Course - 4 day	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
Considering Our Personnel & The Public	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
Constitutional and Criminal Law for Dispatchers and Call Takers in Massachusetts	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
Continuing Dispatch Education (CDE)	Emergency Service Consulting
CPR and First Aid Training (As of July 1, 2012 must be related to EMD)	When Seconds Count, Inc.
CPR and First Responder - Certification/Recertification (As of July 1, 2012 must be related to EMD)	American Red Cross / American Heart Association / Comprehensive Medical Teaching Institute / Safety Program Consultants, Inc. / MPTC
CPR/First Responder/Suicide Prevention /Stress - 2 day	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
Crimes in Progress	The Public Safety Group
Criminal Law & Procedure for 911 Call-Takers	Hanrahan Consulting
Crisis Negotiations for Telecommunicators	APCO
Critical Incident Dispatch	Priority Dispatch Corporation / The Public Safety Group
Critical Incident Response Tips for 911 Dispatchers, Call-Takers and Front Desk Personnel	Police Training Systems
Critical Incident Stress	Public Safety Group
Critical Incident Stress Debriefing	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
Critical Incident Stress Management/PEER Debriefing Certification Course	SRR Training
Criticism & Discipline Skills for Managers and Supervisors	Career Track
Customer Service	First Contact 911 / LLC / PowerPhone, Inc. / Public Safety Group
Customer Service in Today's Public Safety Communications Center	APCO
Customer Service the 911 Way	Professional Dispatch Management
Dealing with Difficult People	Career Track / Municipal Police Institute / SRR Training
Disaster Operations and the Communications Center	APCO
Disaster Planning for the PSAP	NENA

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Disasters and the Dispatcher - Expecting the Unexpected	PowerPhone, Inc.
Dispatch Legal Issues	Lieutenant Justin Hanrahan, Esq.
Dispatch Judo - Verbal Defense and Influence for Emergency Communications - 2 day	PowerPhone, Inc.
Dispatch: Providing Customer Service in 2013	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
Dispatch Supervisor	Career Track
Dispatcher & Call Taker: Essential Training	Law Enforcement Dimensions (John Sofis Scheft, Esq.)
Dispatcher's Better Understanding of Mental Illness	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
Dispatcher's Role in Times of Disaster	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
Dispatching Like You Mean It	R9 Training
Domestic Abuse Dispatcher Training	The Public Safety Group
Domestic Violence Classes for Dispatchers	Municipal Police Training Council / PowerPhone, Inc. / Profile Evaluations, Inc. (PEI) / The Public Safety Group
Domestic Violence Handbook for Emergency Communications (8 hours)	SRR Training
Domestic Violence Intervention	PowerPhone, Inc. / The Public Safety Group
ED-Q Training	Priority Dispatch Corporation
ED-Q Recertification	Priority Dispatch Corporation
Emergency Fire Dispatch	Priority Dispatch Corporation
Emergency Medical Dispatch Certification	APCO / PowerPhone, Inc., / Priority Dispatch Corporation/ Emergency Service Consulting
Emergency Medical Dispatch - Advancement Series - Continuing Education Modules	Priority Dispatch Corporation
Emergency Medical Dispatch - Concepts	APCO
Emergency Medical Dispatch - Continuing Dispatch Education Services - 4 hour each class	Steve R. L'Heureux
Emergency Medical Dispatcher - Instructor Course	APCO / National Academies of Emergency Dispatch
Emergency Medical Dispatch - Instructor Recertification Program	APCO
Emergency Medical Dispatch - Manager	APCO
Emergency Medical Dispatch - Protocol Software Training	APCO / PowerPhone / Priority Dispatch Corporation
Emergency Medical Dispatch - Q Certification Course	Priority Dispatch Corporation
Emergency Medical Dispatch QA Certification/Recertification Online	APCO / PowerPhone / Priority Dispatch Corporation
Emergency Medical Dispatch - QA Protocol Software Training	APCO / PowerPhone / Priority Dispatch Corporation
Emergency Medical Dispatch - Recertification (Classroom/Online)	Priority Dispatch Corporation / National Academies of Emergency Dispatch / APCO / PowerPhone
Emergency Police Dispatch	Priority Dispatch Corporation
Emergency Preparedness	Massachusetts Bay Commuter Railroad (MBCR)

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Emergency Telecommunicator	Priority Dispatch Corporation
Emergency Telecommunicator (Train-the-Trainer)	Priority Dispatch Corporation
Essential Skills for First Time Manager or Supervisor	Fred Pryor Seminar
Essential Training for Enhanced Effectiveness	Law Enforcement Dimensions (John Sofis Scheft, Esq.)
Ethical Considerations in Dispatch - Not "Just A Dispatcher"	R9 Training
Evaluating Call-Taker/Dispatcher Job Skill	Benchmark Professional Seminar, Inc.
Fire Service Communications	APCO
Fire Service Communications Instructor	APCO
Fire Service Dispatch Certification/Re-Certification	PowerPhone, Inc.
First Responder Certified	PowerPhone, Inc.
Focus Achieving your Highest Priorities - Time Management Workshop (for Managers and Supervisors Only)	FranklinCovey
For Dispatchers Only - Surviving in the Communication Center Environment (2 day course)	Public Safety Communication Management Services
Handling Domestic Violence Calls	Professional Dispatch Management
Handling Suicide Callers - What Public Safety Dispatchers Must Know About Handling Potential Suicide Calls & Active Suicide Calls	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
Homeland Security for Telecommunicators (8 hours)	PowerPhone, Inc
Hostage/Crisis Negotiations for Emergency Communications Officers	SRR Training
Hostage/Crisis Negotiations for First Responders	Team Training Associates
Hostage Negotiations	PowerPhone, Inc / The Public Safety Group
How to Communicate with Tact & Professionalism	Fred Pryor Seminar
How to Deliver Exceptional Customer Service	Fred Pryor Seminar
How to Supervise People	Fred Pryor Seminar
How To Survive Dispatch Stress	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
Hurricane Katrina Lessons Learned	Professional Dispatch Management
IMC System Manager Training	TriTech Software Systems
Incident Dispatcher - Fire, Tactical, All Risk/All Hazard	First Contact 911 / LLC
Intermediate Administrative	Information Management Corporation (IMC)
Intermediate Dispatch Training	Information Management Corporation (IMC)
Introduction to Crisis Intervention	APCO Virtual College (AVC)
Law Enforcement Dispatch Re-Certification	PowerPhone, Inc.
Leadership Certificate Program (Registered Public-Safety Leader)	APCO Institute
Leadership for the Low Man	SRR Training
Legal and Practical Issues	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)

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Legal Issues for Massachusetts Call Takers & Dispatchers (Sworn & Non-Sworn)	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
Legal Update & Procedures for Police Dispatchers and Call-Takers	Municipal Police Institute
Liability for 911 Emergency Dispatching	Municipal Police Institute
LoJack Safety Net Program	LoJack Corporation
Making the Transition from Staff to Supervisor	Fred Pryor Seminar
Managing Crisis Calls	First Contact 911 / LCC
Managing Multiple Priorities, Projects and Deadlines	Fred Pryor Seminar
Managing Stress via the Management of Emotions, Communication & Time - Instructor Course	Impact America Educational Services
Massachusetts Call Center Best Practices Initiative for Cases of Missing & Exploited Children Seminar for Call Center Managers	National Center for Missing & Exploited Children
Medical Protocol Review	Emergency Service Consulting
Mental Health First Aid - 12 hour class	National Council for Community Behavioral Healthcare
Missing Persons for 911 Call-Takers and Investigators	Hanrahan Consulting
Multiple Unit Agency Response for Fire	APCO
NIMS/Incident Command System (ICS-100, ICS-200, ICS-300, ICS700, ICS 704)	MEMA/FEMA, Online
Non-Emergency Call Handling	PowerPhone, Inc.
"Officer Down" What Dispatchers Need to Know	Professional Dispatch Management
On-Line Certification Courses	APCO / PowerPhone, Inc. / Priority Dispatch
On-Line Recertification Courses	APCO / PowerPhone, Inc. / Priority Dispatch Corporation/ National Academies of Emergency Dispatch
Priority EMD Protocol Refresh - See at Bottom of Page.	New England Safety Education Resources, (Instructor: Stephen R. L'Heureux)
Professional Dispatch Class	Success Communications, Inc.
PROQA Training	Priority Dispatch Corporation
Protecting Law Enforcement Responders Workshop	PowerPhone, Inc.
Public Records Law (4 hours)	Hanrahan Consulting
Public Safety Communication Staffing and Employee Retention	APCO
Public Safety Customer Services - Considering our Personnel & The Public	R9 Training
Public Safety Telecommunicator 1	APCO
Public Safety Telecommunicator - 6th Addition (40 Hours)	APCO
Public Safety Telecommunicator 1 (PST1) Instructor	APCO
Public Safety Telecommunicator 1 (PST1) Instructor - Recertification	APCO
Radio Fire Alarm Box Course	L. W. Bills Company
Radio Master Boxes Systems and Procedures	East Coast Security Systems

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Recognizing Autism -What Public Safety Dispatchers Must Know About Calls Regarding Persons with Autism	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
Recruiting, Training & Retaining Communication Center Personnel	Benchmark Professional Seminar, Inc.
Refresher Building Blocks: Fire Communications, School Violence, Hazardous Materials, High Risk Calls	First Contact 911
RPL -(Registered Public-Safety Leader)- Leadership Certificate Program	APCO Institute
Sexual Harassment in the Dispatch Center	Professional Dispatch Management
Simulation-Based Dispatcher Training	BowMac Educational Services, Inc.
Statewide Fire Mobilization for Public Safety Communications Personnel Training	Dept. of Fire Services / Fire Chiefs Association of MA
Statewide Fire Mobilization for Public Safety Communications Personnel Training / Train-the-Trainer	Dept. of Fire Services / Fire Chiefs Association of MA
Stress Identification and Management	PowerPhone, Inc.
Stress: "Its All In Your Head"	Profile Evaluations, Inc. (PEI) / The Public Safety Group
Stress Management	The Public Safety Group
Suicide Intervention	PowerPhone, Inc. / The Public Safety Group / Profile Evaluations, Inc. (PEI)
Suicide Prevention (8 hours)	PowerPhone, Inc.
Suicide Prevention / Stress / Customer Service / Report Writing / (16 hours)	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
Supervising Problem Employees - 2 Day Course for Dispatch Supervisors	Professional Dispatch Management
Supervision and Management of Public Safety Communication Centers	Public Safety Communication Management Services
Supervision and Management Skills for Dispatch Supervisors/Liability for Supervisors	Municipal Police Institute
Surviving in the Communication Center Environment - 2 Day Course	Public Safety Communication Management Services
Surviving Stress (Online Class)	APCO
Systems Manager	Information Management Corporation (IMC)
Tactical Communications (Verbal Judo) Instructor	Verbal Judo Institute, Inc.
Team Building	Success Communications, Inc.
Telecommunicator Liability	The Public Safety Group
Telecommunicators Role in Homeland Security	APCO
Terrorism & the Telecommunicator	The Public Safety Group
Terrorist Watch List Training	Terrorist Screening Center
Testifying in Court (Full Day and/or Half Day)	Municipal Police Institute
The Conversations Managers Don't Want to Have.....	HSC Workshops
The Good, the Bad & the Ugly	Professional Dispatch Management
The World of Liability	SRR Training
The Management Conference	Fred Pryor Seminar

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Time Management	Franklin Covey
Total Disaster Response	The Public Safety Group
Training Officer Instructor	APCO
TTY Simulator Refresher Training	911Trainer.com
TTY/Deaf Education	MA Commission for Deaf & Hard of Hearing
Under the Headset: Surviving Dispatch Stress	Public Safety Training Consultants
Virtual Dementia Experience for First Responders	StilMee
What Public Safety Dispatchers Must Know About Calls Regarding Persons with Autism 2012	Commonwealth Police Service, Inc. (The Law Office of Attorney Patrick Rogers)
WMD/Terrorism Awareness for Emergency Responders/Dispatchers - AWR-160 Standardized Awareness Training (SAT)	Department of Homeland Security
	4/22/2013

Priority EMD Protocol Refresh
Each Protocol, Pre-Arrival Instruction (PAI), or Post-Dispatch Instruction (PDI) is designed to be taught in approximate 2 hour increments. Time is also typically allotted for quality assurance – questions and answer period.
New England Safety Education Resources (Instructor: Stephen R. L'Heureux)
Protocol 0 – Case Entry
Protocol 1 – Abdominal Pain/Problems
Protocol 2 – Allergies (Reactions) / Envenomations (Stings, Bites)
Protocol 3 – Animal Bites / Attacks
Protocol 4 – Assault / Sexual Assault
Protocol 5 – Back Pain (Non-Traumatic or Non-Recent Trauma)
Protocol 6 – Breathing Problems
Protocol 7 – Burns (Scalds) / Explosion (Blast)
Protocol 8 – Carbon Monoxide / Inhalation / Hazmat / CBRN
Protocol 9 – Cardiac or Respiratory Arrest / Death
Protocol 10 – Chest Pain (Non-Traumatic)
Protocol 11 – Choking
Protocol 12 – Convulsions / Seizures
Protocol 13 – Diabetic Problems
Protocol 14 – Drowning (Near) / Diving / SCUBA Accident
Protocol 15 – Electrocution / Lightning
Protocol 16 – Eye Problems / Injuries
Protocol 17 – Falls
Protocol 18 – Headache
Protocol 19 – Heart Problems / A.I.C.D.
Protocol 20 – Heat / Cold Exposure

Protocol 21 – Hemorrhage / Lacerations
Protocol 22 – Inaccessible Incident / Other Entrapments (Non-Vehicle)
Protocol 23 – Overdose / Poisoning (Ingestion)
Protocol 24 – Pregnancy / Childbirth / Miscarriage
Protocol 25 –Psychiatric / Abnormal Behavior / Suicide Attempt
Protocol 26 – Sick Person (Specific Diagnosis)
Protocol 27 – Stab / Gunshot / Penetrating Trauma
Protocol 28 – Stroke (CVA)
Protocol 29 – Traffic / Transportation Incidents
Protocol 30 – Traumatic Injuries
Protocol 31 – Unconscious / Fainting (Near)
Protocol 32 – Unknown Problem (Man Down)
Protocol 33 – Transfer / Interfacility / Palliative Care
Protocol 34 – Automatic Crash Notifications
Protocol 36 – Pandemic Flu
PAI A / B / C – Pre Arrival Instructions – Airway / Arrest / Choking (Unconscious)
PAI D - Pre Arrival Instructions – Choking (Conscious)
PAI F – Pre Arrival Instructions – Childbirth – Delivery
PAI Ya, Yb, Yc Tracheostomy (Stoma) Airway / Arrest / Choking (Unconscious)
PAI Z – AED Support
PDI X – Case Exit

Appendix C- Continuing Education

Pursuant to the provisions of 560 CMR 5.00, commencing July 1, 2012, in order to maintain certification as an enhanced 911 telecommunicator, a certified enhanced 911 telecommunicator shall successfully complete a minimum of sixteen hours of State 911 Department-approved continuing education annually, or the equivalent thereof as approved by the Department.

Funding under the State 911 Department Training Grant and EMD/Regulatory Compliance Grant is limited to sixteen hours of State 911 Department-approved continuing education annually.

The following are State 911 Department-approved continuing education training opportunities:

- State 911 Department In-service Refresher Training consisting of sixteen (16) hours of refresher training that will provide equipment and technical updates and education on topics pertinent to 911 communications. The curriculum will be posted on the State 911 Department website and will be updated on a regular basis as it changes;
- Courses set forth in Appendix B;
- Additional courses approved by the State 911 Department. Request for approval may be submitted to the State 911 Department for approval, together with the sponsor of the course; vendor name; course curriculum, agenda, or syllabus; course location, and course cost by e-mailing the request to: 911DeptGrants@state.ma.us;
- CPR and EMD certification by a vendor approved by the State 911 Department to provide EMD training, certification, and recertification courses in order to meet the State 911 Department requirements; and
- State 911 Department Public Safety Academy training.

Please note that this list is subject to change.

Appendix D -Personnel Costs

List Certified Enhanced 911 Telecommunicators
 or
 Personnel in the Process of Obtaining Certification as an Enhanced 911 Telecommunicator.

Last Name, First Name	Please indicate Full (F) or Part-time (P)	Hourly Pay Rate	OT Pay Rate
<u>Aberle, Josiah</u>	<u>F</u>	<u>26.95</u>	<u>40.43</u>
<u>Adelfio, Vincent</u>	<u>F</u>	<u>26.95</u>	<u>48.51</u>
<u>Aiello, Brian</u>	<u>F</u>	<u>26.95</u>	<u>48.51</u>
<u>Alves, Clifford</u>	<u>F</u>	<u>26.95</u>	<u>50.53</u>
<u>Balbo, Joseph</u>	<u>F</u>	<u>24.69</u>	<u>44.44</u>
<u>Bichao, John</u>	<u>P</u>	<u>24.59</u>	<u>0</u>
<u>Bouchie, Shawn</u>	<u>F</u>	<u>26.95</u>	<u>40.43</u>
<u>Brosnan, Jill</u>	<u>F</u>	<u>26.95</u>	<u>48.51</u>
<u>Cahill, William</u>	<u>F</u>	<u>26.95</u>	<u>50.53</u>
<u>Carr, George</u>	<u>F</u>	<u>26.95</u>	<u>48.51</u>
<u>Catarino, Joseph</u>	<u>F</u>	<u>39.10</u>	<u>58.65</u>
<u>Cecilio, Marc</u>	<u>F</u>	<u>26.95</u>	<u>50.53</u>
<u>Cherry, Peter</u>	<u>F</u>	<u>26.95</u>	<u>40.43</u>
<u>Chipperini, Brendan</u>	<u>F</u>	<u>26.95</u>	<u>40.43</u>
<u>Cimoszko, Michael</u>	<u>P</u>	<u>17.24</u>	<u>0</u>
<u>Ciolino, Jerome</u>	<u>F</u>	<u>26.95</u>	<u>44.47</u>
<u>Connors, Sean</u>	<u>F</u>	<u>34.44</u>	<u>51.66</u>
<u>Crowley, Brian</u>	<u>F</u>	<u>24.69</u>	<u>37.04</u>
<u>Curtis, Ernest</u>	<u>P</u>	<u>24.11</u>	<u>0</u>
<u>D'Angelo, David</u>	<u>P</u>	<u>17.24</u>	<u>0</u>
<u>DiMaio, Peter</u>	<u>P</u>	<u>17.24</u>	<u>0</u>
<u>Duffany, Scott</u>	<u>F</u>	<u>26.95</u>	<u>40.43</u>
<u>Duwart, Carlton</u>	<u>F</u>	<u>26.95</u>	<u>40.43</u>
<u>Eastman, Wellesley</u>	<u>P</u>	<u>24.11</u>	<u>0</u>
<u>Fialho, Heidi</u>	<u>F</u>	<u>24.69</u>	<u>44.44</u>
<u>Foote, Jared</u>	<u>P</u>	<u>17.24</u>	<u>0</u>
<u>Foote, Mark</u>	<u>F</u>	<u>26.95</u>	<u>40.43</u>
<u>Frates, Christopher</u>	<u>F</u>	<u>26.95</u>	<u>50.53</u>
<u>Gaudenzi, Keith</u>	<u>P</u>	<u>17.24</u>	<u>0</u>

<u>Genovese, Christopher</u>	<u>F</u>	<u>26.95</u>	<u>44.47</u>
<u>Giacalone, Anthony</u>	<u>F</u>	<u>26.95</u>	<u>40.43</u>
<u>Hicks, Kevin</u>	<u>F</u>	<u>26.95</u>	<u>44.47</u>
<u>Johnsen, Robert</u>	<u>F</u>	<u>26.95</u>	<u>44.47</u>
<u>Knickle, Andrew</u>	<u>F</u>	<u>26.95</u>	<u>44.47</u>
<u>Lamberis, Stephen</u>	<u>F</u>	<u>26.95</u>	<u>50.53</u>
<u>Liacos, Christopher</u>	<u>F</u>	<u>26.95</u>	<u>44.47</u>
<u>Mackey, Kevin</u>	<u>F</u>	<u>26.95</u>	<u>48.51</u>
<u>Mizzoni, Steven</u>	<u>F</u>	<u>26.95</u>	<u>44.47</u>
<u>Morrissey, Robert</u>	<u>P</u>	<u>17.24</u>	<u>0</u>
<u>Moseley, Heath</u>	<u>F</u>	<u>26.95</u>	<u>40.43</u>
<u>Muise, Kevin</u>	<u>F</u>	<u>26.95</u>	<u>44.47</u>
<u>Nicastro, Jeremiah</u>	<u>F</u>	<u>34.44</u>	<u>51.66</u>
<u>Officer, James</u>	<u>F</u>	<u>26.95</u>	<u>50.53</u>
<u>O'Leary, Timothy</u>	<u>F</u>	<u>26.95</u>	<u>40.43</u>
<u>Palazola, Robert</u>	<u>F</u>	<u>26.95</u>	<u>48.51</u>
<u>Parady, Joseph</u>	<u>F</u>	<u>26.95</u>	<u>44.47</u>
<u>Piscitello, Ronald</u>	<u>F</u>	<u>26.95</u>	<u>44.47</u>
<u>Quinn, Michael</u>	<u>F</u>	<u>26.95</u>	<u>50.53</u>
<u>Quinn, Thomas</u>	<u>F</u>	<u>26.95</u>	<u>50.53</u>
<u>Sargent, Wayne</u>	<u>P</u>	<u>26.95</u>	<u>0</u>
<u>Scola, Michael</u>	<u>F</u>	<u>26.95</u>	<u>48.51</u>
<u>Simoes, Troy</u>	<u>F</u>	<u>26.95</u>	<u>40.43</u>
<u>Stuart, Leon</u>	<u>F</u>	<u>26.95</u>	<u>40.43</u>
<u>Sutera, Peter</u>	<u>F</u>	<u>26.95</u>	<u>48.51</u>
<u>Trefry, Jonathan</u>	<u>F</u>	<u>26.95</u>	<u>48.51</u>
<u>Williams, Thomas</u>	<u>P</u>	<u>38.36</u>	<u>0</u>
<u>Aiello, Joseph</u>	<u>F</u>	<u>43.59</u>	<u>65.38</u>
<u>Auld, Kathleen</u>	<u>F</u>	<u>42.54</u>	<u>63.81</u>
<u>Fitzgerald, Joseph</u>	<u>F</u>	<u>43.59</u>	<u>65.38</u>
<u>Gossom, Michael</u>	<u>F</u>	<u>39.11</u>	<u>58.66</u>
<u>Leanos, William</u>	<u>F</u>	<u>38.06</u>	<u>57.08</u>
<u>MacDonald, Eugene</u>	<u>F</u>	<u>39.11</u>	<u>58.66</u>
<u>Marshall, James</u>	<u>F</u>	<u>37.55</u>	<u>56.33</u>
<u>McCarthy, John</u>	<u>F</u>	<u>38.36</u>	<u>57.55</u>
<u>Parisi, Anthony</u>	<u>F</u>	<u>36.53</u>	<u>54.80</u>
<u>Quinn, David</u>	<u>F</u>	<u>43.59</u>	<u>65.38</u>
<u>Williams, Michael</u>	<u>F</u>	<u>41.85</u>	<u>62.77</u>
Personnel in the Process of Obtaining Certification as an Enhanced 911 Telecommunicator			

FY 2014

Appendix E –Annual Certification of Compliance

Copies of the State 911 Department's Regulations Establishing Certification Requirements for Enhanced 911 Telecommunicators, Governing Emergency Medical Dispatch, and Establishing 911 Call Handling Procedures ("the regulations") are available on the State 911 Department's website at www.mass.gov/e911. Also available on the website are a summary of the regulations, answers to frequently asked questions, and forms.

IMPORTANT REMINDER: Pursuant to the regulations, each primary PSAP, regional secondary PSAP (except if operated by a private safety department), secondary PSAP (except if operated by a private safety department), RECC, and wireless state police PSAP is required to submit a PSAP/RECC Annual Certification of Compliance Form to the State 911 Department. The form is posted on the State 911 Department website at www.mass.gov/e911. The form must be mailed to the address on the form and is due on or before the due date set forth in the form.

GLoucester Police Department
FY2014 E911 Training EMD Grant Worksheet

# TO TRAIN	PATROLMEN	P2013 OVERTIME RATE	HOURLY PAY TRAINING RATE	HOURS	COST	NIGHT SHIFT 8%	FAMILY MEDICAL 11.8920%	SINGLE MEDICAL 7.76009%	MEDICARE 1.4500%	SUIT 2%	PENSION 5.50%
1	Aberle, Joseph	\$40.43		16	\$646.88	\$26.88	\$74.99		\$9.38	\$12.94	\$35.58
2	Adelfio, Vincent J.	\$48.51		16	\$776.16	\$31.05	\$89.97		\$11.25	\$15.52	\$42.69
3	Alelio, Brian	\$48.51		16	\$776.16	\$31.05	\$89.97		\$11.25	\$15.52	\$42.69
4	Alves Jr., Clifford A.	\$50.53		16	\$808.48	\$32.34	\$93.72		\$11.72	\$16.17	\$44.47
5	Balbo, Joseph	\$44.44		16	\$711.04	\$28.44	\$74.99		\$10.31	\$14.22	\$39.11
6	Bilchao, John		\$24.59	16	\$393.44						
7	Bouchie, Shawn J.	\$40.43		16	\$646.88	\$25.88	\$74.99		\$9.38	\$12.94	\$35.58
8	Brosnan, Jill A.	\$48.51		16	\$776.16	\$31.05	\$89.97		\$11.25	\$15.52	\$42.69
9	Cahill, William G.	\$50.53		16	\$808.48	\$32.34	\$93.72		\$11.72	\$16.17	\$44.47
10	Carr Jr., George W.	\$48.51		16	\$776.16	\$31.05	\$89.97	\$60.23	\$11.25	\$15.52	\$42.69
11	Catalano, Joseph	\$58.65		16	\$938.40	\$37.54	\$108.78		\$13.61	\$18.77	\$51.61
12	Cecilio, Marc A.	\$50.53		16	\$808.48	\$32.34	\$93.72		\$11.72	\$16.17	\$44.47
13	Cherry, Peter	\$40.43		16	\$646.88	\$25.88	\$74.99		\$9.38	\$12.94	\$35.58
14	Chipperrini, Brendan		\$17.24	16	\$275.84						
15	Cimoszko, Michael	\$44.47		16	\$711.52	\$28.46	\$82.48		\$10.32	\$14.23	\$39.13
16	Colino, Jerome	\$51.66		16	\$826.56	\$33.06	\$95.81		\$11.99	\$16.53	\$45.46
17	Connors, Sean P.	\$7.04		16	\$92.64	\$23.71	\$68.70		\$8.59	\$11.85	\$32.60
18	Crowley, Brian		\$24.11	16	\$385.76						
19	Curtis, Ernest		\$17.24	16	\$275.84						
20	D'Angelo, David	\$40.43		16	\$646.88	\$25.88	\$74.99		\$9.38	\$12.94	\$35.58
21	Dimato, Peter	\$40.43		16	\$646.88	\$25.88	\$74.99		\$9.38	\$12.94	\$35.58
22	Duffany, Scott B.		\$24.11	16	\$385.76						
23	Duwart Jr., Carlton	\$44.44		16	\$711.04	\$28.44	\$74.99	\$55.18	\$10.31	\$14.22	\$39.11
24	Eastman, Wellesley		\$17.24	16	\$275.84						
25	Falho, Heidi	\$40.43		16	\$646.88	\$25.88	\$74.99		\$9.38	\$12.94	\$35.58
26	Footle, Jared	\$50.53		16	\$808.48	\$32.34	\$93.72		\$11.72	\$16.17	\$44.47
27	Footle, Mark Joseph		\$17.24	16	\$275.84						
28	Frates, Christopher	\$44.47		16	\$711.52	\$28.46	\$82.48		\$10.32	\$14.23	\$39.13
29	Gaudenzi, Keith	\$40.43		16	\$646.88	\$25.88	\$74.99		\$9.38	\$12.94	\$35.58
30	Gerovese, Christopher	\$50.53		16	\$808.48	\$32.34	\$93.72		\$11.72	\$16.17	\$44.47
31	Giaccalone, Anthony	\$44.47		16	\$711.52	\$28.46	\$82.48		\$10.32	\$14.23	\$39.13
32	Hicks, Kevin E.	\$44.47		16	\$711.52	\$28.46	\$82.48		\$10.32	\$14.23	\$39.13
33	Johnsen Jr., Robert G.	\$44.47		16	\$711.52	\$28.46	\$82.48		\$10.32	\$14.23	\$39.13
34	Knickle, Andrew	\$50.53		16	\$808.48	\$32.34	\$93.72	\$55.21	\$11.72	\$16.17	\$44.47
35	Lamberts, Stephen	\$44.47		16	\$711.52	\$28.46	\$82.48		\$10.32	\$14.23	\$39.13
36	Lacos, Christopher	\$48.51		16	\$776.16	\$31.05	\$89.97		\$11.25	\$15.52	\$42.69
37	Mackey, Kevin	\$44.47		16	\$711.52	\$28.46	\$82.48		\$10.32	\$14.23	\$39.13
38	Mazzoni, Steven B.	\$40.43		16	\$646.88	\$25.88	\$74.99		\$9.38	\$12.94	\$35.58
39	Morrissey, Robert	\$44.47		16	\$711.52	\$28.46	\$82.48		\$10.32	\$14.23	\$39.13
40	Moseley, Heath		\$17.24	16	\$275.84						
41	Muise, Kevin	\$44.47		16	\$711.52	\$28.46	\$82.48		\$10.32	\$14.23	\$39.13
42	Micastro, Jeremiah	\$51.66		16	\$826.56	\$33.06	\$95.81	\$55.21	\$11.99	\$16.53	\$45.46
43	Officer Jr., James P.	\$50.53		16	\$808.48	\$32.34	\$93.72		\$11.72	\$16.17	\$44.47
44	O'Leary, Timothy	\$40.43		16	\$646.88	\$25.88	\$74.99	\$50.20	\$9.38	\$12.94	\$35.58
45	Palazola, Robert	\$48.51		16	\$776.16	\$31.05	\$89.97		\$11.25	\$15.52	\$42.69
46	Parady, Joseph	\$44.47		16	\$711.52	\$28.46	\$82.48	\$55.21	\$10.32	\$14.23	\$39.13
47	Psicello, Ronald A.	\$44.47		16	\$711.52	\$28.46	\$82.48		\$10.32	\$14.23	\$39.13

The Gloucester Police Department has exhausted all funds awarded under the State 911 training grant to meet minimum training and certification requirements governing emergency medical dispatch established by the 911 department. The department requests that our award of \$14,354 be applied toward EMD training and continuing education.

The Gloucester Police Department uses uniformed police officers as dispatcher on a rotating schedule. It is necessary for all police officers, including supervisors, to be E911 and EMD trained. There are currently 58 sworn officers with an average overtime rate of \$44.74 per hour. There is a possibility of 6 future academy recruits.

The quality assurance and quality improvement will be completed by 2 Sergeants with an overtime rate of \$58.65 who will be completing 25 calls per week as outlined by Priority Dispatch protocols and 2 Lieutenants who oversee dispatch and the QA/QI program with an overtime rate of \$65.37. These Lieutenants will also be completing 25 calls per week. This will include listening to the recordings, completing evaluations and meeting with call takers who may need remedial training.

Date: 5/14/2013

INVOICE

No. 88081

Customer Id: 9747



Attn: Accounting Department
110 South Regent Street, Suite 500
Salt Lake City, UT 84111
(801) 363-9127 * (801) 363-9144 fax
(800) 363-9127 toll-free

Bill To: Gloucester Police Department
197 Main St.
Gloucester, MA 01930

For: Gloucester Police Department
197 Main St
Gloucester, MA 01930

Sales Contact:
Payment Method: Purchase Order

Base license: 00000B0615
Payment Terms: Net 30 Days

Qty	Description	Unit Price	Extended Price
1	Maintenance Agreement For Annual ProQA ESP (MedicalNorth American English) Date of ESP Renewal Expiration: Jun 1 2014 12:00AM	\$1,980.00	\$1,980.00
1	Maintenance Agreement For Annual AQUA ESP (MedicalNorth American English) Date of ESP Renewal Expiration: Jun 1 2014 12:00AM	\$405.00	\$405.00
1	Maintenance Agreement For Annual Cardset ESP (MedicalNorth American English) 0.0 Date of ESP Renewal Expiration: Jun 1 2014 12:00AM	\$156.00	\$156.00
		Sub-Total:	\$2,541.00
		Tax:	\$0.00
		Shipping & Handling:	\$0.00
		Total:	\$2,541.00
		Amount due this Invoice:	\$2,541.00

Please pay this invoice in US Dollars. Make checks payable to Priority Dispatch Corporation.

"To lead the creation of meaningful change in public safety and health."

Re: FY14 EMD Training

s.lheureux@comcast.net

Sent: Monday, September 02, 2013 11:49 AM

To: Stacie Couture

Good Day:

I have already spoken with the Lt. and provided him with some preliminary information, i.e. how many hrs your dept needs for certification, (16 each; same as last year) and what my hourly fee is. (again, same as last year \$150/hr.)

Steve

From: "Stacie Couture" <SCouture@gloucester-ma.gov>

To: "s.lheureux" <s.lheureux@comcast.net>

Sent: Thursday, August 29, 2013 10:26:13 AM

Subject: FY14 EMD Training

Good Morning,

Lt. Dave Quinn told me he reached out to you for a quote for this coming years continuing ed classes. Have you had a chance to get to this yet? He has been off for a few days so I haven't been able to check with him and would really like to get our application to apply for the grant out to the state. Thanks so much for your help!

Stacie Couture

Gloucester Police Department

Financial Coordinator

Office of Chief Leonard Campanello

978-281-9775 (p) ext. 2

978-282-3026 (f)

GLOUCESTER POLICE DEPARTMENT
EMERGENCY MEDICAL DISPATCH
PROTOCOL TRAINING

1ST PLATOON MEETS 1630 TO 2030

1/21/14	0, PAI'S, PDI'S, DIAGNOSTIC TOOLS
2/11/14	1, 5, 10, 19, 26, 2, 20, 25, 23, 13
3/18/14	12, 18, 28, 33, 34, 26, 15, 8, 31, 32
4/8/14	30, 21, 4, 27, 17, 3, 16, 7, 22, 29
4/17/14	Protocol Review 0-33 and Testing

2ND PLATOON MEETS 1100 TO 1500

1/14/14	0, PAI'S, PDI'S, DIAGNOSTIC TOOLS
2/4/14	1, 5, 10, 19, 26, 2, 20, 25, 23, 13
3/11//14	12, 18, 28, 33, 34, 26, 15, 8, 31, 32
4/1/14	30, 21, 4, 27, 17, 3, 16, 7, 22, 29
4/16/14	Protocol Review 0-33 and Testing

3RD PLATOON MEETS 0830 TO 1230

1/7/14	0, PAI'S, PDI'S, DIAGNOSTIC TOOLS
1/28/14	1, 5, 10, 19, 26, 2, 20, 25, 23, 13
3/4/14	12, 18, 28, 33, 34, 26, 15, 8, 31, 32
3/25/14	30, 21, 4, 27, 17, 3, 16, 7, 22, 29
4/15/14	Protocol Review 0-33 and Testing